

Outstanding Teacher Award

Application Deadline:
February 1, 2011

Local Unit _____

School Name _____

President _____

School Enrollment _____

President's Address _____

School Address _____

President's Day Phone () _____

School Phone _____

Evening Phone () _____

Nominee _____

Member of _____ Teachers Association

Job Title _____ Grade Level _____

Member of _____ PTA/PTSA

Daytime Phone () _____

Evening Phone () _____

Nomination form prepared by _____

Title _____

Signature of Local Unit President

Signature of Nominee

SELECTION CRITERIA – 1-6 are to be completed by a local PTA/PTSA representative.

Point values are indicated in parentheses after each section. (Total possible points – 100)

1. Nominee's relationship with students. Describe how nominee interacts with students. (i.e. builds on students strengths, recognizes and provides for individual differences among students, etc.) (15 points)
2. Nominee's relationship with parents. Describe how nominee supports communication between parents and students, and between parents and teachers. Are parents involved and informed about things happening with the students in the classroom and in the school? (15 points)
3. Nominee's relationship with PTA/PTSA. Summarize nominee's involvement with your PTA/PTSA. How does nominee demonstrate commitment to PTA Purposes? (15 points)
4. Nominee's relationship with community. Describe how nominee links the classroom with the community. Are community members involved in the school? (15 points)
5. Nominee's relationship with the Profession. Describe the nominee's professional preparation and participation in continuing education. Describe specific professional activities and accomplishments such as development of curriculum, development of assessment process, sponsors student activities, mentoring of new teachers, etc. Note any relevant honors. (10 points)
6. List three (3) reasons why your PTA/PTSA unit is nominating this individual. (10 points)
7. Question 7 is to be completed by the nominee on school letterhead and must be signed by nominee. The questions should be typed single-sided, double – spaced The two questions are:
 - What do you consider appropriate roles for parents in the education of their children?
 - How can educators encourage such participation

Instructions

Application (may be copied but not altered in any way)

- Read all of the directions before beginning
- Must be submitted on the 2009-2010 application form
- Must be printed or typed and attached to nomination packet.
- Must be signed by local unit president submitting the application and the teacher nominee
- Give the completed application to another person to read for clarity and errors.
- Read the entire completed application for clarity and errors before submitting
- Submit the Outstanding Teacher Nomination Packet to the Indiana State PTA Office, 2525 N. Shadeland Ave., D-4, Indianapolis, IN 46219-1787
- Must be postmarked or hand delivered by February 1, 2010. No faxes will be accepted.
- Nominations packets that are not complete will NOT receive consideration.

Eligibility

- Each local PTA/PTSA unit in good standing may nominate one individual.
- Nominee must be currently employed as a teacher of any grade, preschool through high school.
- Nominee must fit the above definition of a teacher.
- Nominee must be a current member of the Indiana PTA (member of submitting unit or another unit) and be a member of his/her state association or another association related to his/her profession.
- Current members of the Indiana State PTA Board of Managers are not eligible for nomination.
- Teachers previously nominated may be nominated again.

Technical Requirements of Nomination Application

- Nomination packet must include a completed 2009-2010 application.
- Nomination packet must be typed.
- Staple all pages (including this page). No binders, no covers and no colored paper.
- Number and answer each selection criteria item in the order presented.
- Use 1" margins on all sides.
- Type should be 12 point/pitch (typewriter/word processor).
- Nominee's name must be typed at the top of each page.
- Use 1 sheet of 8 ½" x 11" plain paper per section, single-sided, and double-spaced.
- Include Teachers responses to question 7 on school letterhead, single-sided, double-spaced and not to exceed two pages. Must be signed by the nominated teacher.
- Supplementary materials (OPTIONAL) – use both sides of two 8 ½ " x 11" sheets of paper. DO NOT include scrapbooks or booklets. Materials will not be returned. Make a copy of the completed nomination packet for your records.

AWARD CHECKLIST

The following is a checklist of requirements for an application to qualify for consideration of the Indiana PTA Outstanding Teacher Award.. Incomplete applications will not be given consideration.

REMEMBER TO...

YES	NO	
_____	_____	include the nominee's signature on the application.
_____	_____	include the PTA/PTSA president's signature on the application.
_____	_____	include nominee's name on each sheet submitted.
_____	_____	respond to each question numbering them in the order that they were presented.
_____	_____	use no more than 1 sheet of 8 ½ " X 11" white paper for each question with at least 1 inch margins on all sides, single-sided and double-spaced. (Check your computer default margin settings)
_____	_____	include nominee's response to question #7 on school letterhead, single-sided and double spaced. (Must be prepared and signed by the nominee)
_____	_____	Submit all pages stapled together.
_____	_____	use the official 2009-2010 entry form.
_____	_____	make a copy of the application for your records.
_____	_____	mail the application to the Indiana PTA State Office, 2525 N. Shadeland Ave., D-4, Indianapolis, IN 46219 February 1, 2010?