

2024-2025

APPLICATION

A program of the Alabama State Board of Education and the Alabama State Department of Education





TIMELINE FOR SELECTION

September 2023	Online Application opens
Upon Request	Applications mailed to local school systems and schools
December 2023 – January 2024 (Dates set by local school systems)	Applications selected by local school systems
January 26, 2024	Final Alabama Teacher of the Year applications for local school system's nominees should be mailed or hand-delivered to: Ann Starks Alabama Teacher of the Year Program Alabama State Department of Education 5114 Gordon Persons Building 50 North Ripley Street Montgomery, AL 36104-3833 Email: ann.starks@alsde.edu
February - April 2024	Alabama State Board of Education District-Level Selection Committees will select district Teachers of the Year. The state-level selection committee will select the Alabama Teacher of the Year and an Alternate Teacher of the Year.
May 2024	Awards Ceremony
November 2024	The application of the Alabama Teacher of the Year will be forwarded for entry in the National Teacher of the Year Program.



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FOR MORE INFORMATION

The Alabama Teacher of the Year Program is administered by the Communication Office of the
Alabama State Department of Education. For more information, contact:

Ann Starks · Alabama Teacher of the Year Program
Alabama State Department of Education · 50 North Ripley Street
5114 Gordon Persons Building · Montgomery, Alabama 36104-3833
Tel: 334-694-4853 · Email: ann.starks@alsde.edu



**Greetings from Jeff Norris
Shelby County Schools
2023-2024 Alabama Teacher of the Year**

How else can this letter start except for two words? THANK YOU!

Thank you for pouring into your students each day. Thank you for leading by example and using your voice to make your school, community, and our state a better place to live and learn. Thank you for being a role model for both new and veteran educators in our state. Most of all, thank you for being YOU.

Now it is time for you to reflect on how you teach, how your students learn, and how you uniquely impact this profession in meaningful ways. If you are like me at this point last year, you are probably thinking, “Do I really deserve to be called Teacher of the Year?” I can emphatically answer you right now with a resounding, “YES!” It is evident that your colleagues appreciate your contributions and efforts and that you are uniquely qualified to influence others around you. Please ignore any doubts that may enter your mind as you thoughtfully answer the questions in this application.

Alabama’s Teacher of the Year is not an award for the best teacher in the state or for someone who has all the “right” answers; it means you represent a group of teachers who put students first and whose passion is contagious. You now have the amazing opportunity to become an ambassador for all the wonderful things happening every day in Alabama’s classrooms.

Please know that each of you is an essential leader if we are going to make a difference in the lives of children. We are in the life-changing business! Your influence comes not from your position, but from your passion – a passion that stems from within and is the reason you became a teacher. I hope you have a moment during this application process to remind yourself of this passion and reflect on how you are putting it into practice.

My chapter as the 2023-2024 Alabama Teacher of the Year is quickly coming to a close, and I would love to leave you with one more thought from the movie, *Up*: “Sometimes you’ll never know the value of a moment until it becomes a memory.” I am thankful for the moments, both big and small, that have defined me as a teacher and leader. I encourage each of you to also cherish these moments, make them count, and to continue your positive, passionate impact on the students in Alabama. THANK YOU!



PURPOSE

The Alabama Teacher of the Year Program seeks annually to honor and recognize excellence in the teaching profession by identifying outstanding Alabama classroom teachers at local, district, and state levels.



DUTIES

The Alabama Teacher of the Year serves as a full-time ambassador for the teaching profession for one year by speaking to civic and professional organizations, P-12 schools, colleges and universities; conducting workshops for teachers; and writing newspaper and magazine articles.



ELIGIBILITY

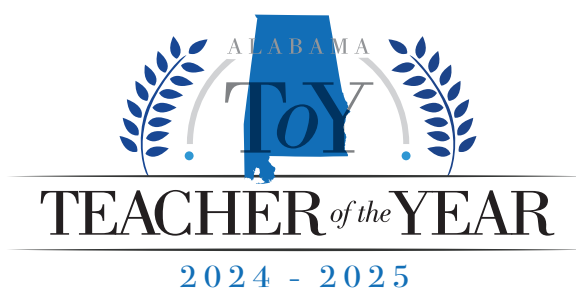
The Alabama Teacher of the Year Program is open to any public school certified classroom teacher, librarian, counselor, or other certified individual whose major responsibility is to work with children in a P-12 setting and provide learning opportunities to meet the academic goals and graduation requirements set by the Alabama State Board of Education. Individuals must be selected by the faculty at the participating school and serving in a capacity for which they hold proper certification.



ADMINISTRATION

The program is administered by the Alabama State Department of Education. Travel expenses for the Teacher of the Year and Alternate Teacher of the Year are paid by the Alabama Teacher of the Year Program.

This booklet may also be accessed at www.alabamaachieves.org.



THE SELECTION PROCESS

This application form may be photocopied as needed. For the purpose of this program, an **elementary teacher** is one who works in Grades P through 6 and a **secondary teacher** is one who works in Grades 7 through 12. The **middle school teacher** is considered an elementary teacher or a secondary teacher as determined by the major portion of the school day spent in teaching Grades P through 6 (elementary) or Grades 7 through 12 (secondary). Nominees should be grouped accordingly and must be full time.

School Level

A Teacher of the Year selection committee should be appointed at the school level to solicit nominees and select the school's Teacher(s) of the Year (elementary and/or secondary).

The school-level Teacher of the Year selection committee should be composed of:

- ☞ Principal
- ☞ Parent organization representative
- ☞ Teacher
- ☞ Student representative
- ☞ School counselor or school librarian (if no counselor or librarian serves the school, a second classroom teacher should be selected by the committee).

The school-level Teacher of the Year selection committee, under the guidance of the principal, should make information about the program available to all faculty, parent organizations, and students. After making its selection, the application(s) should be forwarded to the school system superintendent for participation in the school system-level selection.

School System Level

The school system-level Teacher of the Year selection committee should be appointed to receive the nominations from each school and to select from those nominations a school system elementary Teacher of the Year and/or a school system secondary Teacher of the Year.

The committee should be composed of:

- ☞ Superintendent
- ☞ School board member
- ☞ Parent organization representative
- ☞ Elementary teacher
- ☞ Secondary teacher

Once the school system-level selection committee has chosen its Teacher of the Year honorees, the applications should be forwarded to the Alabama State Department of Education.

District Level

The applications of the honorees from each local school system will be reviewed by a district-level Teacher of the Year selection committee in each of the eight Alabama State Board of Education districts. Each committee will select a district elementary Teacher of the Year and a district secondary Teacher of the Year for a total of 16 district honorees.

Each district-level committee should be composed of:

- ☞ District representative on the Alabama State Board of Education
- ☞ Local superintendent
- ☞ Local board of education member
- ☞ Two business representatives
- ☞ Current District Elementary Teacher of the Year
- ☞ Current District Secondary Teacher of the Year
- ☞ Dean of education from a college or university

Each committee will evaluate applications from a district other than its own.
A map showing the districts is on page vii.

State Level

The state-level Teacher of the Year selection committee will be composed of the outgoing Alabama Teacher of the Year or Alternate Alabama Teacher of the Year and representatives of the following:

- ☞ Alabama State Board of Education
- ☞ State Superintendent of Education
- ☞ Alabama Association of Colleges of Teacher Education
- ☞ Alabama Association of School Boards
- ☞ Alabama Conference of Educators
- ☞ Alabama Congress of Parents and Teachers
- ☞ Alabama Education Association
- ☞ Alabama Federation of Teachers
- ☞ A-Plus Education Partnership
- ☞ Alabama Milken Educators' Network
- ☞ Council for Leaders in Alabama Schools
- ☞ School Superintendents of Alabama
- ☞ Media and Business Community
- ☞ Higher Education

HONORS AND AWARDS

SCHOOL AND SCHOOL SYSTEM LEVEL: Local school officials are encouraged to honor and recognize their respective Teachers of the Year as they deem appropriate. STATE LEVEL: The Alabama State Board of Education District Teachers of the Year, the Alabama Teacher of the Year, and the Alternate Teacher of the Year will be honored at a special awards reception in Montgomery and will be recognized at a meeting of the Alabama State Board of Education. Announcement of the honors will be disseminated to news media statewide. Awards are subject to change without notice.

2023-2024 ALABAMA TEACHER OF THE YEAR AWARDS

CORPORATE SPONSORS

ALFA Farmers Federation and ALFA
Insurance Companies

Alabama Education Association

Alabama Federation of Teachers

Alabama Scottish Rite Foundation

Alabama State University

Data Recognition Corporation

Goodwyn Mills and Cawood, Inc.

Interior Elements

McKee & Associates

Montgomery Electronics and
Communications Services, LLC*

PROGRAM SPONSORS

A+ Education Partnership

Alabama Congress of Parents and Teachers

Alabama Association of School Boards

Charlie's Trophies and Plaques

Baptist Health

Capitol's Rosemont Gardens

Council for Leaders in Alabama Schools

Embassy Suites

Jean's Florist

Josten's

Mike Shelton, State Farm Insurance*

Montgomery Biscuits

School Superintendents of Alabama

The College of Education, The University
of Alabama

SMART Technologies

♦ **Alabama Association of School Boards** – Gift Cards for District Teachers of the Year

♦ **Alabama State Board of Education and Alabama State Department of Education**

Grant Awards to be used for Classroom and/or Instructional Improvement:

Alabama Teacher of the Year\$2,500

Alabama Teacher of the Year's School\$300

Alternate Alabama Teacher of the Year\$1,500

Alternate's School\$300

Two Finalists\$750 Each

District Teachers of the Year\$500 Each

♦ **ALFA Farmers Federation and ALFA Insurance Companies** – Use of Traverse LS
for one year for Alabama Teacher of the Year

♦ **Baptist Health** – Trophy for Alabama Teacher of the Year and Alternate Teacher
of the Year

♦ **Charlie's Trophies and Plaques** – Gift for Alabama Teacher of the Year

♦ **Council For Leaders in Alabama Schools** – A Plaque for Each District Teacher of
the Year and Program Support

♦ **Derrick Curry Photography**

♦ **Embassy Suites** – Overnight stay for the Alabama Teacher of the Year and
Alternate Teacher of the Year

♦ **Goodwyn Mills and Cawood, Inc.** – Portfolios for Alabama Teacher of the
Year Nominees

♦ **Interior Elements** – Classroom Makeover

♦ **Montgomery Biscuits** – Tickets for the Alabama Teacher of the Year and
District Teachers of the Year

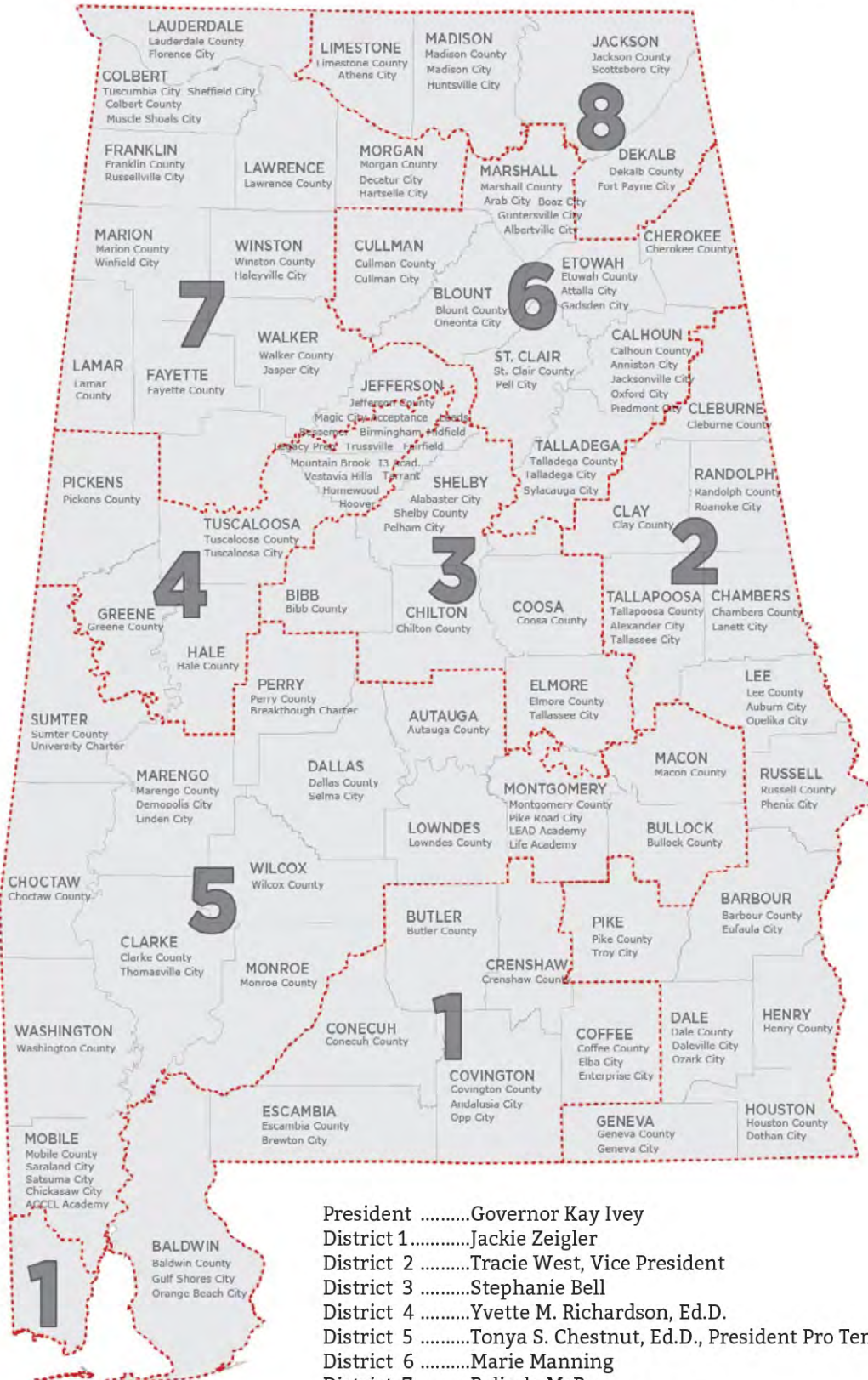
♦ **Montgomery Museum of Fine Arts**

♦ **Mike Shelton, State Farm Insurance** – Grant Award

♦ **Smart Technologies** – Technology Package

*new sponsor

ALABAMA STATE BOARD OF EDUCATION DISTRICTS



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Instructions for Submitting Applications to the Alabama State Department of Education

The application form for the Alabama Teacher of the Year Program incorporates portions of the National Teacher of the Year Program application form. Materials submitted must follow the instructions below and within the application form.

1. Each completed application, when submitted to the Alabama State Department of Education, should contain the following:
 - (1) "Criteria for Selection" sheet (score sheet) with the first three items completed (level, district, and name).
 - (2) Completed application form, including letters of support.
2. Nominees for Alabama Teacher of the Year must be nominated on the application form contained in or retyped totally from this booklet. The form may be photocopied. If the application is typed on pages other than the application form itself, the exact spacing and wording of each item of the application form must be used, including the wording regarding the number of pages for each item. Answers should not exceed the number of pages designated. Type size should be no smaller than 10 point. Submit only the completed application, not the booklet pages of explanation. Applications should be neat and legible. Do not staple.
3. Provide all information requested in the application form and follow directions.
4. Carefully check applications for neatness and legibility and typographical, grammatical, and spelling errors. Judges really take note of such errors!
5. The nominee, the school principal, and the superintendent must sign in the appropriate spaces on pages 1 and 2. The state coordinator of the program will sign each application after it is submitted.
6. No materials will be returned to nominees.
7. Deadline: All school system nominees' applications must be submitted to the Alabama State Department of Education by January 26, 2024. Applications must be hand-delivered or postmarked by that date. Late applications will not be considered.



Documents Needed to Complete the Alabama Teacher of the Year Application

I. General Information/Application Form

II. Resumé

Categories are as follows:

- Education
- Certifications
- Experience
- Leadership
- Awards and Other Recognition

III. Professional Biography

Please complete your professional biography in third person, as this will be used in promotional materials for Alabama Teacher of the Year speaking opportunities and engagements.

IV. Response Questions

- Describe a lesson that describes you as a teacher.
- Describe a project or initiative you have been involved in.
- How do you ensure that your students are connected to the world around them?
- What do you consider to be a major public education issue today?
- What would your message be as the 2024-2025 Alabama Teacher of the Year?

V. Letters of Support

Attach three recommendations that support why you should be the 2024 Alabama Teacher of the Year. At least one of these must be a recommendation from a parent, colleague, administrator, or student and each letter should not exceed two pages in length.

Criteria for Judging the Alabama Teacher of the Year Candidates 2024-2025

Level: (circle one) Elementary Secondary

State Board of Education District _____

Teacher's Name _____

For Judges' Use

<u>Categories</u>	<u>Scoring</u>
Résumé <ul style="list-style-type: none"> • Education • Certifications • Experience • Leadership • Awards and Recognitions 	_____
Professional Biography <ul style="list-style-type: none"> • Evidence of a story • Clearly delineates reason(s) for becoming a teacher 	_____
Response Questions <ul style="list-style-type: none"> • Provides clear description of teaching philosophy and includes evidence of outstanding teaching qualities • Clearly indicates how beliefs are demonstrated in teaching style 	_____
Education Issues and Trends <ul style="list-style-type: none"> • Develops and describes one issue • Has a story to tell 	_____
Alabama Teacher of the Year Message (Response Questions) <ul style="list-style-type: none"> • Message is presented in a coherent and convincing manner • Addresses relevant issues for the teaching profession 	_____
Letters of Support <ul style="list-style-type: none"> • Good balance of letters (e.g., parent/student, administrator, colleague) • Clearly explains and gives examples of exceptionality 	_____
	<u>Total Points</u> _____

Criteria Measurements

Exemplary (4)	Goes above and beyond; is at the highest level. <i>For example, in Education Issues and Trends: Uses research with multiple sources, has well-reasoned solution, issue is timely and significant.</i>
Very Good (3)	Outstanding. <i>For example, in Professional Biography: Tells a compelling, personal, and "catchy" story.</i>
Average (2)	Sufficient. <i>For example, in Education History: Attended conferences, but didn't play a leadership role in presenting; has minimal education requirements, but has not pursued advanced courses and degree in past 5-10 years.</i>
Does Not Meet Standard (1)	No evidence or incorrect information provided.

2024-2025 Alabama Teacher of the Year Application

Guidelines, Timeline, and Application

Part I: Basic Information

The information on this page will not be shared with the Selection Committee. It is used for program contact information and the Alabama Teacher of the Year Program database.

Full Name:

Personal Address:

Personal Telephone Number:

Personal Email:

School District:

District Superintendent:

District Superintendent Email:

School Name:

School Principal Name:

School Principal Email:

School Address:

School Telephone Number:

School Email:

Subject Area:

Grade Level:

2024-2025 Alabama Teacher of the Year Application

Guidelines, Timeline, and Application

Part I (continued): Demographic Information

The following information is not required and will have no bearing on your selection. It is collected for informational purposes only and will not be shared with Selection Committee Members. Coordinators will select check boxes of items that apply and will be able to write any options that are not included.

School Size:

District Size:

Years of Teaching:

Years in Position:

Twitter Handle:

Facebook Profile:

Instagram Profile:

Personal Blog Site:

Personal Website:

Other Social Media:

Do you speak a language other than English fluently?

Professional Association Memberships *(write in all that apply)*

☐ NEA

☐ AFT

☐ Other:

I am a National Board Certified Teacher.

☐ Yes

☐ No

☐ In Progress

School Demographics *(select all that apply)*

☐ Public

☐ Rural

☐ Charter

☐ Urban

☐ Suburban

☐ Other:

2024-2025 Alabama Teacher of the Year Application

Guidelines, Timeline, and Application

Part II: Résumé

Please keep your résumé as simple as possible. We recommend that you enter each item as a separate line of text. Categories are as follows:

Education

Certifications

Experience

Leadership

Awards and Other Recognition

2024-2025 Alabama Teacher of the Year Application

Guidelines, Timeline, and Application

Part III: Professional Biography

Please complete your professional biography in third person as this will be used in promotional materials for Alabama Teacher of the Year speaking opportunities and engagements. (maximum 250 words)

2024-2025 Alabama Teacher of the Year Application

Guidelines, Timeline, and Application

Part IV: Response Questions

Respond to the following questions, highlighting your personal story and why you believe you should be the 2024-2025 Alabama Teacher of the Year. Maximum word counts are indicated in parenthesis.

1. Describe a lesson that defines you as a teacher. How did you engage all students in the learning and how did that learning influence your students? How are your beliefs about teaching demonstrated in this lesson? *(maximum 500 words)*

2. Describe a project or initiative you have been involved in as an educator.
What was your role, and how did this contribute to the overall school culture?
(*maximum 500 words*)

3. How do you ensure that your students are connected to the world around them? Describe the ways in which you do this. (*maximum 500 words*)

4. What do you consider to be a major public education issue today? Describe why this is important to you, and how you are addressing this from your classroom.
(*maximum 500 words*)

5. As the 2024-2025 Alabama Teacher of the Year, you serve as a spokesperson and representative for teachers and students. What is your message? What will you communicate to your profession and to the general public? (*maximum 500 words*)

2024-2025 Alabama Teacher of the Year Application

Guidelines, Timeline, and Application

Part V: Supporting Evidence

Attach three recommendations that support why you should be the 2024-2025 Alabama Teacher of the Year. At least one of these must be a recommendation from a parent, colleague, administrator, or student and each letter should not exceed one page in length.

2024-2025 Alabama Teacher of the Year Application

Guidelines, Timeline, and Application

Acknowledgements

In submitting this form, I agree to the details being used for the purposes of the selection process for the 2024-2025 Alabama Teacher of the Year. The information will only be accessed by necessary Alabama State Department of Education staff and selection committee members. I understand my data will be held securely and will not be distributed to third parties. Additionally, information about State Teachers of the Year will not be released until after the state has made an official announcement identifying the candidate as the state's teacher of the year.

CANDIDATE

I hereby give my permission that any or all of the attached materials (other than home address, telephone, SS# and DOB) may be shared with persons interested in promoting the Alabama Teacher of the Year Program. I also acknowledge that if selected as the 2024-2025 Alabama Teacher of the Year, I will be released from classroom responsibilities during the year of my recognition in order to fulfill the obligations of the role.

Name of Candidate: _____

Signature of Candidate: _____ Date: _____

SCHOOL/BUILDING PRINCIPAL

I acknowledge that the candidate submits this application with my approval. If the candidate is selected as the 2024-2025 Alabama Teacher of the Year, he or she will be released from classroom responsibilities during the year of recognition.

Name of School Principal: _____

Signature of School Principal: _____ Date: _____

SCHOOL DISTRICT SUPERINTENDENT

I acknowledge that the candidate submits this application with my approval. If the candidate is selected as the 2024-2025 Alabama Teacher of the Year, he or she will be released from classroom responsibilities during the year of recognition.

Name of District Superintendent: _____

Signature of District Superintendent: _____ Date: _____

Name of State Coordinator: _____

Signature of State Coordinator: _____ Date: _____

