



The Arlington Diocese

The Arlington Diocese Distinguished Teachers of the Year Award Program



“Those who work in our Catholic schools in the Diocese of Arlington understand their work is not just a career opportunity – it is a vocation, a response to God’s call to teach and evangelize our youth...”

Bishop Paul S. Loverde

Background

The Arlington Diocese Distinguished Teachers of the Year Award Program has been established by the Catholic Business Network of Northern Virginia (CBN-NV), BB&T Bank, and the Arlington Diocese School Advisory Board to honor dedicated Pre-K to Twelfth Grade teachers in Catholic schools in the Diocese of Arlington whose accomplishments and talents have made an extraordinary impact on students, colleagues and the school community. These awards recognize teachers who consistently and in extraordinary ways evidence exemplary teaching, a Christian and caring attitude and dedication to their school communities.

Eligibility

Nominees must be teachers who:

- are employed by a Catholic school in the Diocese of Arlington,
- meet the diocesan requirements to teach high school elementary school, or preschool in the Arlington Diocese
- have taught in a Catholic school in the Diocese of Arlington for at least 3 years, and
- satisfy the established nomination criteria.

The Nomination Process

1. Nominations may be submitted by a principal, colleague, parent, current or former student who is 18 years or older. Teachers may not nominate themselves.
2. The nomination form must be filled out completely and must include **three** letters of support, one from each category:
 - a current Principal and/or Pastor
 - a colleague
 - a former or current student or parent .**Additional letters will not be considered.**
3. The submitted nomination packet must include detailed information that supports the established nomination criteria.
4. Nomination forms can be obtained online from the Diocese of Arlington website, <http://www.arlingtondiocese.org/documents/DistinguishedTeacherAward.doc> the Catholic Business Network of Northern Virginia website, www.cbnnv.com or by contacting the Office of Catholic Schools, 703-841-2519.
5. Completed nominations should be submitted directly to Diane Elliott, Office of Catholic Schools, Suite 503, 200 North Glebe Road, Arlington, VA 22203. If there are questions, Mrs. Elliott can be reached at 703-841-3818 or d.elliott@arlingtondiocese.org
6. Incomplete nominations and nominees that do not meet the eligibility requirements will be eliminated.

The Selection Process

Nomination forms must be received no later than 4:30 p.m. on the **second Monday in January**. **Nomination forms received after that date will not be considered.**

The Arlington Diocese Distinguished Teacher of the Year Awards Selection Committee will review each nomination. A copy of the scoring rubric is included in the nomination packet. Awardees will be notified by the end of February 2011.

Awards

The Arlington Diocese Distinguished Teacher of the Year Award includes a \$1000 cash prize for each recipient funded by the Catholic Business Network.

All winners will be announced and recognized at the annual Catholic Business Network of Northern Virginia Catholic Schools/Business Partnership Awards Banquet held each spring.



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The Arlington Diocese Distinguished Teachers of the Year Award Program Nomination Form



Nominee:

Grade Levels:

Subject Area:

School:

Principal:

School Address:

School Telephone:

Nominated by:

Telephone:

Relationship to Teacher:

This Nomination Form must be accompanied by THREE letters of support. One from each category:

- The current Principal or Pastor
- A Colleague
- A Former or Current Student (over 18 years of age) or Parent of a Student

The nominee is required to have current certification by VCEA, the state of Virginia, or have a CDA certificate. Please indicate below the certification that the nominee holds:

_____ VA
 _____ VCEA
 _____ CDA

Please list dates of employment in the Diocese of Arlington Catholic Schools.

Nominator's Signature _____

Date _____

Distinguished Teacher of the Year Award

Nomination Criteria

Please read the following criteria carefully and type or print your responses for each section on a separate sheet of paper. A response form is available for your use. When completed, attach the sheet(s) to this form.

I. **Christian Character**

Describe, **in detail**, how the nominee exceeds expectations by integrating Gospel values throughout the curriculum, by recognizing each child as God's creation, and by witnessing Christian commitment through personal example. Describe specific examples of how the candidate supports the school effort to form a strong faith community and integrates the person of Christ in the life of each student.

II. **Application of Knowledge and Training**

Describe, **in detail**, how the nominee exceeds expectations when applying his/her knowledge, training, and professional development to directly impact student academic achievement as well as the learning community of the school. Give specific examples of how the candidate has been instrumental in impacting not only his/her own students' achievements, but also the instructional and educational programs at the school.

III. **Teaching in Action**

Describe, **in detail**, how the nominee exceeds expectations by impacting student academic achievement, by initiating creative practices and programs and by differentiating learning to meet the needs of all students. Give specific examples of how the candidate instructs and develops educational activities to meet all students' needs especially:

- 1) students with disabilities,
- 2) students who excel academically,
- 3) students who need extra instructional support, and
- 4) students who need to be motivated.

IV. **Community Builder**

Describe, **in detail**, how the nominee goes beyond expectations in fostering cooperative relationships with colleagues, administration, and parents that enhance the learning community and reflect Gospel values. Give specific examples of how the candidate works and interacts with parents, teachers, and administration, and how these relationships contribute to a harmonious school environment.

V. **Other Noteworthy Accomplishments**

Describe, **in detail**, any additional noteworthy accomplishments. Give specific examples of any noteworthy recognition or awards the candidate has received within the school, the community, the church, or from any other organization (local, state, national, etc.)

**The Arlington Diocese Distinguished Teacher of the Year Award
Nomination Criteria Answer Form**

I. Christian Character

II. Application of knowledge and Training

III. Teaching in Action

IV. Community Builder

V. Other Noteworthy Accomplishments

Distinguished Teachers of the Year Award Scoring Rubric

Provided to assist in detailing Nomination Criteria

Sources of Evidence/Documentation: Use responses to Nomination Criteria and letters of recommendation.

	Exceeds Expectations Very Evident 3 points	Exceeds Expectations Evident 2 points	Exceeds Expectations Slightly Evident 1 points	Exceeds Expectations Not Evident 0 points	Comments
Christian Character	<ul style="list-style-type: none"> • Very clearly documented • Significant supporting evidence • Significant variety of details 	<ul style="list-style-type: none"> • Clearly documented • Supporting evidence • Some variety of details 	<ul style="list-style-type: none"> • Little documentation • Little evidence • Few details 	<ul style="list-style-type: none"> • No documentation, evidence, or details 	
Application of Knowledge and Training	<ul style="list-style-type: none"> • Very clearly documented • Significant supporting evidence • Significant variety of details 	<ul style="list-style-type: none"> • Clearly documented • Supporting evidence • Some variety of details 	<ul style="list-style-type: none"> • Little documentation • Little evidence • Few details 	<ul style="list-style-type: none"> • No documentation, evidence, or details 	

Teaching in Action	<ul style="list-style-type: none"> • Very clearly documented • Significant supporting evidence • Significant variety of details 	<ul style="list-style-type: none"> • Clearly documented • Supporting evidence • Some variety of details 	<ul style="list-style-type: none"> • Little documentation • Little evidence • Few details 	<ul style="list-style-type: none"> • No documentation, evidence, or details 	
Accommodating Student Needs	<ul style="list-style-type: none"> • Very clearly documented • Significant supporting evidence • Significant variety of details 	<ul style="list-style-type: none"> • Clearly documented • Supporting evidence • Some variety of details 	<ul style="list-style-type: none"> • Little documentation • Little evidence • Few details 	<ul style="list-style-type: none"> • No documentation, evidence, or details 	
Community Builder	<ul style="list-style-type: none"> • Very clearly documented • Significant supporting evidence • Significant variety of details 	<ul style="list-style-type: none"> • Clearly documented • Supporting evidence • Some variety of details 	<ul style="list-style-type: none"> • Little documentation • Little evidence • Few details 	<ul style="list-style-type: none"> • No documentation, evidence, or details 	
Other Noteworthy Accomplishments	<ul style="list-style-type: none"> • Very clearly documented • Significant supporting evidence • Significant variety of details 	<ul style="list-style-type: none"> • Clearly documented • Supporting evidence • Some variety of details 	<ul style="list-style-type: none"> • Little documentation • Little evidence • Few details 	<ul style="list-style-type: none"> • No documentation, evidence, or details 	