



New York State  
EDUCATION DEPARTMENT  

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Knowledge > Skill > Opportunity

# Application for 2019 Teacher of the Year

## Step 1: Due Thursday February 1, 2018

The New York State Teacher of the Year program, now in its 48th year, is administered by the New York State Education Department. It is affiliated with the National Teacher of the Year program, which is administered through the Council of Chief State School Officers and sponsored by leading education associations. Teacher of the Year is the oldest and most prestigious teacher recognition program in the nation.

Recognition awards for New York State Teachers of the Year and/or their schools are provided by New York State United Teachers (NYSUT); New York State Congress of Parents and Teachers, Inc. (NYS PTA); New York State Association for Supervision & Curriculum Development (NYSASCD); New York State Association of Teacher Educators (NYSATE); New York State School Boards Association (NYSSBA); the Council of Chief State School Officers (CCSSO) and VOYA Financial.

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**Program Benefits and Responsibilities:** The New York State Teacher of the Year speaks on educational topics to organizations and groups, engages with other state teachers of the year, and traditionally participates in recognition events with the President of the United States at the White House. The New York State Teacher of the Year participates in state and national professional development and teacher leadership opportunities.

**Selection criteria** - A nominee for New York State Teacher of the Year:

- Is a skilled and dedicated professional guiding students to reach their potential
- Demonstrates leadership and innovation that embodies lifelong learning in the classroom and community
- Is poised and articulate regarding current education issues
- Has New York State permanent or professional teaching certification within his or her current teaching area
- Works directly with students in a NYS public school at any grade level/subject area PreK-12
- Has a minimum of five years of current teaching experience
- Plans to continue in an active teaching status during and after the year of recognition
- Is rated “effective” or “highly effective” on his or her annual Professional Performance Review (APPR) or, if the APPR is not applicable to his or her current teaching area, has a record of effective or highly effective teaching performance as evidenced by student learning gains, assessments and recognition of work

**Nomination** - A teacher may be nominated by any person within the school or community, including parents, students, business leaders, school administrators, or colleagues or may self-nominate.

- If you are nominating a teacher, complete the **Teacher of the Year Nomination Form** at [www.p12.nysed.gov/ciai/toty/home.html](http://www.p12.nysed.gov/ciai/toty/home.html) and forward the form to the teacher you are nominating.
- If you are self-nominating, complete the New York State **Teacher of the Year Application** at [www.p12.nysed.gov/ciai/toty/home.html](http://www.p12.nysed.gov/ciai/toty/home.html). Applications for 2019 will be posted in September 2017 and must include the signature of your current school principal, school district superintendent, and union president.

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**The application process for New York State Teacher of the Year contains the following four steps. Applicants will be contacted after each step and notified if they have been selected to advance to the next step.**

Step 1: REQUIRED INFORMATION	DUE: 02/01/18
Step 2: RESPONSE QUESTIONS	DUE: 03/30/18
Step 3: SITE VISIT TO APPLICANT’S SCHOOL/CLASSROOM	EARLY MAY 2018
Step 4: PERSONAL INTERVIEW WITH SELECTION COMMITTEE	MAY 30, 2018 (ALBANY)

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**STEP 1: Required Information**

**Due February 1, 2018**

*Electronic applications are preferred and should be sent as **one** pdf file to [toty@nysed.gov](mailto:toty@nysed.gov). Hard-copy applications may be sent to Teacher of the Year Program, NYSED, Office of Curriculum and Instruction, EBA 860, 89 Washington Ave., Albany, New York 12234. **Applications received after February 1, 2018 will not be considered.** Step 1 applications are reviewed by the Teacher of the Year Advisory Council. Selected applicants will be notified and asked to complete **Step 2**.*

1. **Completed Basic Data Sheet** (at the end of this document).
  2. **Letter of Introduction** (2 pages max) is prepared and signed by your current administrator (i.e. principal of applicant's school) and provides basic information and reasons for nominating the applicant.
  3. **Resume** (2 pages max) Organize your resume information in the following six categories:  
\*Education \*Certifications \*Experience \*Leadership \*Awards \*Other Recognition.
  4. **Professional Biography** (max 250 words) Complete your professional biography in 3<sup>rd</sup> person. The biography will be used in promotional materials for New York State Teacher of the Year (NYSTOY) and/or speaking engagements.
  5. **Teacher of the Year Message** (max 750 words) The NYSTOY will serve as spokesperson and representative for teachers and students. What is your message? What will you communicate to your profession and to the public?
  6. **Letters of Support (3 required/1 optional from student)**. Attach 3 typed letters, written within last 12 months, signed, dated and no longer than one side of one page. Letters must be provided as follows:
    - One from a current **colleague**
    - One from a current **administrator who did not write the Letter of Introduction**
    - One from a **parent or community leader**
    - One additional letter by **student/former student** may be included and may be handwritten (blue/black ink)
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## STEP 2: Response Questions

**Due March 30, 2018**

*Applicants moved to Step 2 of the application process will be notified on or before March 9, 2018 and asked to submit their response to the following four questions as one pdf file to [toty@nysed.gov](mailto:toty@nysed.gov).*

Tell your personal story, reflecting your original work and state why you'd be an excellent representative as the 2019 NYS Teacher of the Year. Do not include external links.

**Defining Lesson** (750 words max) - Describe a lesson or unit that defines you as a teacher. How did you engage all students and influence your students? How are your beliefs about teaching demonstrated in the lesson or unit?

**Impact on School Culture** (500 words max) - Describe your involvement in a project or initiative which contributed to the improvement of the overall school culture. What was your role, how did you involve others and where is the project/initiative today? Include evidence of student impact.

**Connecting Students and Community** (500 words max) - Describe specific ways in which you connect your students and their families with the community. Include evidence of student impact.

**Education Issues and Trends** (500 words max) - Discuss a major public education issue today and why it is important to you. How are you leading from your classroom about this issue? As the ambassador of New York State's 200,000 teachers you should steer clear of specific affiliations.

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## STEP 3: Site visit to applicant's school/classroom for identified applicants

**Early May 2018**

## STEP 4: Personal interview with selection committee

**May 30, 2018 (Albany)**

Interviews with selected applicants. Announcement of 2019 STOY at the September Board of Regents meeting.

## New York State Teacher of the Year Basic Data Sheet

<b>GENERAL INFORMATION</b>	
First Name:	Last Name:
Home Address:	
Phone (Preferred):	Email:
Indicate: Residence/School/Cellular:	
<p><b>I agree that any or all of the enclosed materials (except my home address and telephone number) may be shared with persons interested in promoting the Teacher of the Year Program. I hereby certify that all materials and statements in this application are true to the best of my knowledge AND all responses represent my original work</b></p>	
_____	_____
Signature of Applicant	Date

What is your current teaching position/title:  
 Total years of teaching experience since issuance of teaching certificate:  
 Number of years in current position:  
 In a typical day, what percentage of your full-time position is spent as a classroom teacher:

How did you learn about the NYS Teacher of the Year Program:  
 Website    Brochure    Professional Organizations    Colleagues    Other (Specify):

<b>SCHOOL AND DISTRICT INFORMATION:</b>		
School Name and Address:		
Name of Current School Principal:		
Principal phone #:	Principal E-mail:	
<b>SIGNATURE OF CURRENT SCHOOL PRINCIPAL</b>		
District Name and Address:		
Name of Current School Superintendent:		
Superintendent phone #:	Superintendent E-mail:	
<p><b>The Teacher of the Year nomination is consistent with the District's policies for teacher recognition and represents an important opportunity for the District to take notice of an exceptional member of our faculty. The District also understands that, if the nominee is selected as the New York State Teacher of the Year, the nominee will miss school days, not to exceed thirty, and the District is responsible for substitute costs.</b></p>		
<b>SIGNATURE OF CURRENT SCHOOL SUPERINTENDENT</b>		
Print Name of Building Union Representative	Signature of Building Union Representative	Date
_____	_____	_____
Print Name of Local Union President	Signature of Local Union President	Date
_____	_____	_____