

SAN DIEGO CITY SCHOOLS

- Date:** December 5, 2005
- To:** Principals, Division and Department Heads, Childhood Development Center Administrators, Governance Team Chairs and SDEA Representatives
- Subject:** 2006-2007 TEACHER OF THE YEAR NOMINATIONS
- Department and/or Persons Concerned:** Principals, Division and Department Heads, Childhood Development Center Administrators, Governance Team Chairs and SDEA Representatives and all members of the school community
- Due Date:** **January 23, 2006** - Name of Site Representative (Attachment 1)
February 21, 2006 - Teacher of the Year Application (Attachment 2)
- Reference:** California's 24th Annual Day of the Teacher (May 10, 2006)
- Action Requested:**
1. Print and distribute a copy of the circular and attachments for the SDEA representative, or principal designee if there is no site SDEA representative, at the school site.
 2. Identify a teacher, nominated by teachers, to represent site at May 9, 2006, Board of Education meeting.
 2. Submit name of nominated teacher by **January 23, 2006**. (Attachment 1)
 3. Encourage the teacher nominee to submit a Teacher of the Year application by **February 21, 2006**. (Attachment 2)

Brief Explanation:

On May 9, 2006, San Diego City Schools (SDCS) will recognize the Day of the Teacher. At that time, the Board of Education will honor teacher representatives from each school site and announce the district's Teachers of the Year. The San Diego Education Association (SDEA) and the district are collaborating on the selection process.

By January 23, 2006, the SDEA representative, or principal designee if site has no SDEA representative, will hold nominations and conduct a secret ballot to select a school site Teacher of the Year nominee. Only one teacher may be chosen per site; teams of teachers are *not* eligible. Nominees should be classroom teachers expected to be employed by SDSCS during the 2006-07 school year.

After the election, the SDEA representative must submit the selected teacher's name to Linda Zintz in Communications (Attachment 1) and provide the application (Attachment 2) to the site's teacher nominee. If interested, the teacher nominee has the option to complete the application for the district's Teacher of the Year Competition. **Only teachers selected by their sites will be eligible to submit an application.** All school site teacher nominees will be honored during the Board of Education meeting at the Day of the Teacher Celebration on Tuesday, May 9, 2006.

When applying, nominees for the district's Teacher of the Year Competition are required to submit the application form (Attachment 2), an essay and up to five letters of recommendation. Finalists will be notified of the timeline for interviewing and classroom observations. From these finalists, three teachers will be chosen as SDCS Teachers of the Year— one each from the elementary, middle/junior high and senior high school levels. These three winners will then be eligible to enter the San Diego County Teacher of the Year Competition in May 2006.

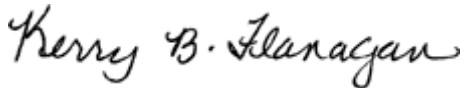
Completed Site Nomination Forms (Attachment 1) must be sent to Linda Zintz in Communications, **no later than 5 p.m. on Monday, January 23, 2006.** Completed District Teacher of the Year Application Materials (Attachment 2) must be sent **by 5 p.m. on Tuesday, February 21, 2006** via:

- Email to lzintz@sandi.net;
- Fax to (619) 725-5576; or
- School mail to Education Center, Room 2145, Attention: Linda Zintz.

Interested nominees or people with questions regarding the application process may contact Linda Zintz at (619) 725-5568 or lzintz@sandi.net.

Steven Baratte
Acting Director
Communications Department

APPROVED:



Kerry Flanagan
Chief of Staff

SB:lz

Attachments (2)

Distribution: Lists A, C, D, E, F, and O

San Diego City Schools

SITE NOMINATION FOR TEACHER OF THE YEAR

2006-2007

Dear SDEA Representative/Principal Designee:

Please hold nominations and conduct a secret ballot to select a school site Teacher of the Year nominee. Only one teacher may be chosen per site; teams of teachers are *not* eligible. Nominees should be classroom teachers expected to be employed by San Diego City Schools during the 2006-07 school year. All school site teacher nominees will be honored at the Day of the Teacher Celebration on May 09, 2006.

Nominees will need a copy of this Administrative Circular and Application (Attachment 2) as s/he has the option to complete the application for the district's Teacher of the Year Competition.

If submitting electronically, please have principal type name in box. If printing, have principal sign.

School Name:	School Phone:	<input type="checkbox"/> No Site Nominee
Site Nominee for Teacher of the Year:		
Phone:	Email:	
SDEA Representative/Principal Designee:		
Phone:	Email:	
Principal's Signature:		
Principal's Name (Print):		

**Return by January 23, 2006 at 5 p.m. to
Linda Zintz in Communications via one of the following:**

Email: lzintz@sandi.net • Fax: (619) 725-5576 • School mail: Education Center, Room 2145

If faxing or emailing this form, please call (619) 725-5568 to confirm that it has arrived.

Questions can be addressed to Linda Zintz at (619) 725-5568 or lzintz@sandi.net.

**San Diego City Schools
2006-2007 District Teacher of the Year
Application Guidelines and Form**

Dear School Site Nominee:

Congratulations on your selection as your school site's Teacher of the Year and as a nominee for the district-level Teacher of the Year Award! Should you choose to apply, please include the following materials in your application packet:

1. General Application Form (See page 2)

- Please type.
- Add lines and/or attach additional pages as necessary.
- Attach your essay and letters of recommendation to this form with a paperclip.

2. Application Essay (4-6 pages, typed, double-spaced, 12-point font) which highlights:

- (a) Factors that influenced you to become a teacher;
- (b) Description of what you consider your greatest contributions to, or accomplishments in, education;
- (c) Your philosophy of teaching and your personal teaching style;
- (d) How you would assist teachers in becoming exemplary; and
- (e) How, if you are selected as District Teacher of the Year, you will serve as an ambassador for the teaching profession, and communicate to the public and other members of the profession the importance of teaching.

3. Letters of Recommendation

- No more than five letters will be accepted, and 3-5 are recommended
- May be from students, parents, teachers, principals, administrators, community members, etc.

No materials other than those listed above will be accepted. Please do not staple or put entries in report covers.

Submit your application packet to Linda Zintz in Communications at the Eugene Brucker Education Center, Room 2145, **by 5 p.m. on Tuesday, February 21, 2006**. Faxed or emailed copies will not be accepted.

If you have any questions or concerns, please contact Linda Zintz at (619) 725-5568 or lzintz@sandi.net.

**San Diego City Schools
2006-2007 District Teacher of the Year
General Application Form**

<hr/> Name	<hr/> Email address
<hr/> School name	<hr/> School phone number
<hr/> Home address	<hr/> City and zip code
<hr/> Home or cell phone number	<hr/> Grade level/subject area(s)
<hr/> Total years teaching experience	<hr/> Years in current position

Colleges and universities attended, degrees earned, and dates (include postgraduate studies):

Professional development activities (include dates, locations, awards, offices held, as applicable):

Community involvement (include dates, locations, awards, offices held, as applicable):

Nominee's signature: _____

Date: _____

Principal's signature: _____

Date: _____