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**REQUEST FOR APPLICATIONS**

**Applications Due:** Wednesday, July 14, 2021, by 11:59 pm

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| **2022 COLORADO TEACHER OF THE YEAR** |

**Program Questions:**

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Additional information is available online at the Colorado Teacher of the Year webpage:

[<http://www.cde.state.co.us/cdeawards/teacheroftheyear>](http://www.cde.state.co.us/cdeawards/teacheroftheyear)

#### 2022 Colorado Teacher of the Year

#### Applications Due: Wednesday, July 14, 2021, by 11:59 pm

## Background

The Colorado Teacher of the Year Program is our state's oldest and most prestigious honors program which recognizes the contributions of the classroom teacher – the backbone of the American educational system. No one person has a greater impact on the education of a child than does the teacher who creates the primary learning and instructional environment. It is the mission of the National Teacher of the Year Program to honor our nation’s greatest teachers while providing rigorous professional learning for teachers to be leaders and advocates.

## Program Guidelines

The candidate must be a dedicated, knowledgeable, and skilled teacher in any state-approved or accredited school, kindergarten through grade twelve, who is planning to continue in an active teaching status. (Supervisory and administrative responsibilities should be of secondary consideration.)

The Colorado Teacher of the Year candidate must have the respect and admiration of their colleagues and:

1. Is an expert in their field who guides students of all backgrounds and abilities to achieve excellence;
2. Collaborates with colleagues, students, and families to create a school culture of respect and success;
3. Deliberately connects the classroom and key stakeholders to foster a strong community at large;
4. Demonstrates leadership and innovation in and outside of the classroom walls that embodies lifelong learning; and
5. Expresses themselves in an engaging and articulate way.

## Duties and Responsibilities

Being named the Colorado Teacher of the Year is not only an award, but also an honor, and one that comes with an enormous responsibility: representing the entire teaching profession in Colorado.

The Colorado Teacher of the Year acts as:

* A liaison between the teaching community, Colorado Department of Education, school districts, and communities;
* An education ambassador to businesses, parents, service organizations, and media;
* A resource on the state of the profession to be available for workshops and conferences around the state; and
* An education leader involved in teacher forums and education reform and activities.

The Colorado Teacher of the Year is also expected to attend national events such as the National Teacher of the Year Ceremony. In addition, the Teacher of the Year attends education meetings, conferences, and workshops around the state.

Because the Teacher of the Year is invited to attend events and participate in speaking engagements during the year, they must be poised, articulate, and have the energy to make and withstand a busy schedule. Colorado’s Teacher of the Year is also put forward as Colorado’s nominee for the National Teacher of the Year competition, sponsored by the Council of Chief State School Officers in partnership with Voya Financial, ETS, Scholastic, College Football Playoff Foundation, Google for Education, and Education Commission of the States.

## Selection Process

CDE conducts a rigorous selection process to validate the candidate's knowledge and skills in the classroom, as well as their dedication to the school, district, and community. A selection committee, composed of representatives from education and other organizations across the state, conducts a phased selection process. Overall application strength as well as for coverage of geographic areas, variety of grade levels and content areas will be considered.

The following table details each phase of the state selection process. Applications are due July 14, 2021, and the 2022 Colorado Teacher of the Year will be announced by October 29, 2021.

| **Phase/Timeline** | **Description** |
| --- | --- |
| **I: Application**  (July 14, 2021) | Each candidate submits an application containing biographical and professional information, brief essay responses on topics ranging from personal teaching philosophy to the issues facing education, and letters of endorsement. Applications will go through an initial screening process by the Colorado Department of Education staff to check for completeness and compliance with application requirements. |
| **II: Review**  (July - August 2021) | Applications are reviewed by a selection subcommittee using the evaluation rubric on pages 8-11. Overall application strength as well as for coverage of geographic areas, variety of grade levels, and content areas will be considered when determining semi-finalists. Applicants will be notified of the status of their application and semi-finalists will be announced following the subcommittee review. At least 70 points must be scored by the applicant to be considered for the interview phase. |
| **III: Virtual Interview**  (Week of August 23, 2021) | A select pool of candidates is interviewed by the selection committee via web conferencing. |
| **IV: Site Visit**  (September 8-9, 2021) | Finalists may be visited/observed in their school setting (virtually or in-person) by members of the Selection Committee. |
| **V: Announcement**  (October 2021) | The **2022 Colorado Teacher of the Year** will be announced by October 29, 2021. |
| **VI: National Teacher of the Year Application Submitted**  (October 29, 2021) | The 2022 National Teacher of the Year Application will be submitted for national award consideration. |

## Application Submission and Format

Submit applications at: <https://www.cde.state.co.us/ctoy-application>.

Applicants must also submit the following via email to [CompetitiveGrants@cde.state.co.us](mailto:CompetitiveGrants@cde.state.co.us):

* Résumé (PDF)
* Letters of Support (combined in a single file) (PDF)
* Publicity Photo (JPG, PNG, or PDF)
* Signatures Page (PDF)

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| **Applications Due: Wednesday, July 14, 2021, by 11:59 pm**  **Submit your application at:**  <https://www.cde.state.co.us/ctoy-application>  **Submit your résumé, letters of support, signatures, and publicity photo to:** [CompetitiveGrants@cde.state.co.us](mailto:CompetitiveGrants@cde.state.co.us) |

#### 2022 Colorado Teacher of the Year

#### Applications Due: Wednesday, July 14, 2021, by 11:59 pm

**\*\*Provide the following information in the** [**online application**](https://www.cde.state.co.us/ctoy-application)**\*\***

| Candidate Information | | | | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Full Name (Last, First) | | |  | | | | | | | | | | |
| Preferred Name | | |  | | | | | | | | | | |
| Personal Address | | |  | | | | | | | | | | |
| Personal Telephone | | |  | | | | | | | | | | |
| Personal E-mail | | |  | | | | | | | | | | |
| School E-mail | | |  | | | | | | | | | | |
| School District | | |  | | | | | | | | | | |
| School Name | | |  | | | | | | | | | | |
| Subject Area | | |  | | | | | | | | | | |
| Grade Level | | |  | | | | | | | | | | |
| Years of Teaching | | |  | | | | | | | | | | |
| Years in Position | | |  | | | | | | | | | | |
|  | | | | | | | | | | | | | |
| Social Media (if applicable) | | | | | | | | | | | | | |
| Twitter | | @ | | | | | | Instagram | | | @ | | |
| Facebook | | facebook.com/ | | | | | | Blog | | |  | | |
| Website | |  | | | | | | Other | | |  | | |
|  | | | | | | | | | | | | | |
| Professional Association Memberships (select that apply) | | | | | NEA (including state and local affiliates)  AFT (including state and local affiliates)  ASCD  National Council of Teachers of English  National Council of Teachers of Mathematics  National Science Teachers Association  National Association for Music Education | | | | | | | | |
| Other: | |  | | | | | | |
| I am a National Board Certified Teacher | | | | | | Yes | | | No  In Progress | | | | |
| Do you speak a language other than English fluently?  Yes, I speak: | | | | | | | | | |  | | | No |
| First Day of School for 2021-2022 | | | |  | | | | | | | | | |
|  | | | | | | | | | | | | | |
| Optional Demographic Information **(answers to this section are optional) \*** | | | | | | | | | | | | | |
| Gender | Female  Male  Prefer not to say  Other (please specify) | | | | | | | | | | |  | |
| Age | 21-29  30-39  40-49  50-59  60 or older | | | | | | | | | | | | |
| Ethnicity | White  Hispanic or Latino  Black/African-American Native Hawaiian or Other Pacific Islander  Asian/Indian Subcontinent  Native American/Alaskan Native  Decline to Answer | | | | | | | | | | | | |

| **School and District Information:** | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| District Superintendent | |  | | | | | | | | |
| Superintendent Email | |  | | | | | | | | |
| Superintendent Telephone | |  | | | | | | | | |
| Principal Name: | |  | | | | | | | | |
| Principal Email | |  | | | | | | | | |
| Principal Telephone | |  | | | | | | | | |
| School Address | |  | | | | | | | | |
| School Telephone | |  | | | | | | | | |
| School Location (select one) | | | Urban  Suburban  Rural  Other (please specify): | | | | | |  | |
| School Type (select one) | Traditional Public  Charter School  Other (please specify): | | | | | | | | |  |
| Number of Students in Applicant’s: | | | | District: |  |  | Building: |  | | |

\*The Colorado Teacher of the Year will be selected without regard to race, color, religion, sex, or national origin, and will not be discriminated against on the basis of disability.

#### 2022 Colorado Teacher of the Year

## Signatures

| **APPLICANT SIGNATURE** | | | | |
| --- | --- | --- | --- | --- |
| I hereby give my permission that any or all of the attached materials may be shared with persons interested in promoting the Teacher of the Year Program. I also acknowledge that if selected as the Colorado Teacher of the Year, I will be released from classroom responsibilities for 10 days during the year of my recognition in order to fulfill the obligations inherent in the honor. If selected as the National Teacher of the Year, I will be released from classroom responsibilities during the year of my recognition in order to fulfill the obligations inherent in the honor. | | | | |
| Signature of Applicant |  |  | Date |  |

| SCHOOL/BUILDING PRINCIPAL | | | | |
| --- | --- | --- | --- | --- |
| I acknowledge that the applicant submits this application with my approval. If the applicant is selected as the Colorado Teacher of the Year, they will be provided 10 release days by the district. If the applicant is selected as the National Teacher of the Year, they will be released from classroom responsibilities during the year of recognition. | | | | |
| Signature of School Principal |  |  | Date |  |

| SCHOOL DISTRICT SUPERINTENDENT | | | | |
| --- | --- | --- | --- | --- |
| I acknowledge that the applicant submits this application with my approval. If the applicant is selected as the Colorado Teacher of the Year, they will be provided 10 release days by the district. If the applicant is selected as the National Teacher of the Year, they will be released from classroom responsibilities during the year of recognition. | | | | |
| Signature of Superintendent |  |  | Date |  |

**\*\*Submit completed signatures form to** [CompetitiveGrants@cde.state.co.us](mailto:CompetitiveGrants@cde.state.co.us)**\*\***

**\*\*Provide the following information in the** [**online application**](https://www.cde.state.co.us/ctoy-application)**\*\***

When developing your Professional Biography and Response Questions, reference the attached evaluation rubric (pages 8-11) to establish expectations for performance. Please ensure that answers are thoroughly checked for correct grammar and spelling. The following template may be used to plan your responses before entering them into the online application. All provided text boxes will expand as content is entered.

**Professional Biography**  
Please complete your professional biography in third person, as this may be used on the CDE website. Please follow the content and style guidelines below. (maximum 250 words) By completing this section, you agree that your biography and headshot can be used in Colorado Teacher of the Year materials.*(maximum 250 words)*

In your bio, please include the following items:

* The grade level and subject you currently teach
* The school in which you currently teach, including city and state
* All degrees you hold, including the institution where they were received (i.e., Bachelor of Science in Finance from the University of Connecticut)

In your bio, please follow the following style guidelines:

* Spell out your degrees (i.e., Bachelor of Arts not BA)
* Only capitalize a subject area when it's a language (i.e., capitalize English but not calculus)
* Use your first and last name in the first reference, but your last name only on second and subsequent references
* Spell out all acronyms the first time they are used

| Click here to enter text. |
| --- |

**Response Questions**  
**Respond to the following five questions highlighting your personal story and why you believe you should be the Colorado Teacher of the Year. Do not include external links. Maximum word counts are indicated in parenthesis.**

1. Describe a content lesson or unit that defines you as a teacher. How did you engage students of all backgrounds and abilities in the learning? How did that learning influence your students? How are your beliefs about teaching demonstrated in this lesson or unit? *(maximum 750 words)*

| Click here to enter text. |
| --- |

1. Describe a project or initiative you have been involved in which contributed to the improvement of overall school culture. What was your role, how did you collaborate with others, and what is the status of this project today? Please include evidence of student impact.*(maximum 500 words)*

| Click here to enter text. |
| --- |

1. How do you ensure that education transcends the classroom? Describe specific ways in which you deliberately connect your students with the community. Please include evidence of student impact. *(maximum 500 words)*

| Click here to enter text. |
| --- |

1. What do you consider to be a major public education issue today? Describe how you demonstrate being a lifelong learner, leader, and innovator about this issue, both in and outside of the classroom walls.*(maximum 500 words)*

| Click here to enter text. |
| --- |

1. As the Colorado 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 public? *(maximum 750 words)*

| Click here to enter text. |
| --- |

## Additional Documentation

**Submit the following via email to:** [CompetitiveGrants@cde.state.co.us](mailto:CompetitiveGrants@cde.state.co.us):

**Résumé**  
Submit a résumé (as a PDF file) addressing the following categories. Keep résumé as simple as possible, with a maximum of two pages.

* + 1. Education
    2. Certifications
    3. Experience
    4. Leadership
    5. Awards and Other Recognition

**Letters of Support**  
Include three (3) recommendations that support why you should be the 2022 Colorado *and* National Teacher of the Year. At least one (1) of the letters must be a recommendation from a parent, colleague, administrator, or student, and each letter should not exceed one page in length.

**Video**

Address the question below in a brief video that is **no more than two minutes** long. You may use the platform that works best for you (YouTube, Vimeo, etc.). Important: please ensure that your video link is not set to “Private”.

**Please address:** What do you see as a critical national issue in education today and how would you address it?

| **Link to Video:** | Click here to enter text. |
| --- | --- |

**Publicity Photograph**  
Include a publicity photograph of the applicant (5”x7”, portrait orientation, in color, minimum 300 dpi - acceptable file formats are JPG, PNG, or PDF, not to exceed 1 MB in size, no zip files).

**2022 Colorado Teacher of the Year Evaluation Rubric**

(For CDE use only)

(Use this rubric only as a reference. Do **not** include with application.

The following will be used by selection committee to evaluate applications)

| **Applicant:** |  | **Reviewer:** |  | **Overall Score:** | **/85 Points** |
| --- | --- | --- | --- | --- | --- |

| Professional Biography | | | | | |
| --- | --- | --- | --- | --- | --- |
| Complete a professional biography in third person, as this will be used in promotional materials for speaking opportunities and engagements if selected as the Colorado Teacher of the Year. (maximum 250 words) | | | | | |
| 0 | | 3 | 7 | | |
| * Biography is not written in third person or is not provided. * Provides limited evidence of being a compelling influence in education. | | * Biography is not written in third person. * Response provides some evidence of being an influence in education. | * Biography is written in third person. * Provides compelling evidence of being an influence in education and anticipated area of focus as Colorado Teacher of the Year. | | |
| Comments: |  | | | Score: | /7 Points |

| Response Questions | | | | | | |
| --- | --- | --- | --- | --- | --- | --- |
| Describe a content lesson or unit that defines you as a teacher. How did you engage students of all backgrounds and abilities in the learning? How did that learning influence your students? How are your beliefs about teaching demonstrated in this lesson or unit? *(maximum 750 words)* | | | | | | |
| 0 | | 3 | 7 | 10 | | |
| * Does not provide description of a lesson or unit defining them as a teacher. | | * Limited or unclear description of lesson or unit defining them as a teacher. * Student engagement or impact is not addressed. * Does not indicate how beliefs are demonstrated in teaching style. | * Adequate description of lesson or unit defining them as a teacher. * Provides some evidence of student engagement and influence. * Indicates how teaching beliefs are demonstrated in teaching style. | * Provides a clear and thorough description of a lesson or unit that defines them as a teacher. * Provides strong evidence of student engagement and influence. * Clearly indicates how beliefs are demonstrated in teaching style. | | |
| Comments: |  | | | | Score: | /10 Points |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Describe a project or initiative you have been involved in which contributed to the improvement of overall school culture. What was your role, how did you collaborate with others, and what is the status of this project today? Please include evidence of student impact. *(maximum 500 words)* | | | | | | |
| 0 | | 5 | 10 | 15 | | |
| * Does not provide description of a project or initiative that they have been involved in. | | * Limited or unclear description project or initiative. * Project or initiative did not contribute to school culture. | * Provides an adequate description of how project or initiative contributed to the overall school culture. * Provides limited evidence of student impact. | * Provides clear description of project or initiative and their role/involvement in the project. * Clearly details how project or initiative contributed to the overall school culture and student impact. * Provides evidence of on-going nature of project. | | |
| Comments: |  | | | | Score: | /15 Points |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| 1. **How do you ensure that education transcends the classroom? Describe specific ways in which you deliberately connect your students with the community. Please include evidence of student impact.** *(maximum 500 words)* | | | | | | |
| **0** | | **3** | **7** | **10** | | |
| * Does not address how the classroom is connected to the community. | | * Limited or unclear description of how the classroom is connected to the community. * Does not demonstrate student impact. | * Provides an adequate description of how the classroom is connected to the community. * Provides limited evidence of student impact. | * Provides a clear and thorough description of how the classroom is connected to the community. * Includes compelling evidence of student impact. | | |
| **Comments:** |  | | | | **Score:** | **/10 Points** |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| 1. **What do you consider to be a major public education issue today? Describe how you demonstrate being a lifelong learner, leader, and innovator about this issue, both in and outside of the classroom walls.** *(maximum 500 words)* | | | | | | |
| **0** | | **5** | **10** | **15** | | |
| * Does not address a major education issue | | * Outlines a major education issue but lacks detail. * Does not describe how the issue is being addressed from the classroom. | * Outlines a major education issue with some detail. * Provides limited description of how the issue is being addressed from the classroom. | * Clearly and thoroughly outlines a major education issue in great detail. * Describes possible causes, effects, and resolutions. * Provides detailed and compelling description of how the issue is being addressed in the classroom. | | |
| **Comments:** |  | | | | **Score:** | **/15 Points** |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| 1. **As the Colorado 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 public?** *(maximum 750 words)* | | | | | | |
| **0** | | **5** | **10** | **15** | | |
| * Does not provide a message. | | * Does not address relevant issues for the teaching profession. * Message is vague or unclear to profession and/or public. | * Addresses an issue which is relevant to the teaching profession. * Message is generally understandable to the profession/general public. | * Message is timely and of importance to the profession and the general public. * Message is presented in a coherent and convincing manner. | | |
| **Comments:** |  | | | | **Score:** | **/15 Points** |

| Résumé | | | | | |
| --- | --- | --- | --- | --- | --- |
| Submit a résumé (as a PDF file) addressing the following categories: **Education, Certifications, Experience, Leadership, Awards and Other Recognition.**  Keep résumé as simple as possible, with a maximum of two pages. | | | | | |
| 1 | | 3 | 5 | | |
| * Does not establish sufficient evidence of the above categories or did not provide a résumé. | | * Résumé lists some but not all of the following categories: education, certifications, experience, leadership, and recognitions. | * Résumé provides clear evidence of education, certifications, experience, leadership, and recognitions supporting consideration for award. | | |
| Comments: |  | | | Score: | /5 Points |

| Letters of Support | | | | | |
| --- | --- | --- | --- | --- | --- |
| **Include three (3) recommendations that support why you should be the 2022 Colorado *and* National 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.** (One page per recommendation/three pages total) | | | | | |
| 0 | | 3 | 5 | | |
| * Does not include any recommendations of support. | | * Information across the recommendations generally supports consideration of applicant for this award and/or application includes some but not include all three recommendations. | * Recommendations provide convincing evidence to support consideration of applicant for this award. | | |
| Comments: |  | | | Score: | /5 Points |

| Video | | | | | |
| --- | --- | --- | --- | --- | --- |
| **Address the following question in a video that is no more than two minutes long.**   * **What do you see as a critical national issue in education today and how would you address it?** | | | | | |
| 0 | | 1 | 3 | | |
| * Does not provide a video or does not provide accessible/legible link. | | * Provides a video but does not address a national trend or subject matter is not relevant. | * Provides a video addressing a current and relevant national trend. Video provides compelling evidence of applicant’s speaking ability. | | |
| Comments: |  | | | Score: | /3 Points |

**General Comments/Evidence Supporting Reviewer Evaluation:**

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**2022 Colorado Teacher of the Year**

## Submission Checklist

Please use only as a reference, do not include with the application.

| **Does the application include:** | **Yes** | **No** |
| --- | --- | --- |
| Thoroughly answered narrative questions submitted through the online application? |  |  |
| A video link that is public and with an accessible and legible URL? |  |  |
| **Have you sent the following to** [CompetitiveGrants@cde.state.co.us](mailto:CompetitiveGrants@cde.state.co.us): | | |
| Signatures from applicant, principal, and superintendent? |  |  |
| A résumé that does not exceed two pages? |  |  |
| Three recommendations of support? |  |  |
| A publicity photograph in color, suitable for publicity purposes, in one of the preferred file formats, and within the specified dimension requirements? |  |  |
| **Has someone other than yourself proofread responses for clarity, grammar, spelling, and typos?** |  |  |

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