

Keene Board of Education Exceptional Teacher Award Nomination Letter Guidelines

For most of us, at least one teacher stands out in our memory, someone who encouraged and inspired us to do our very best.

Beginning this June, the Keene Board of Education will award ten Exceptional Educator Awards each year. The board will give \$500 to each teacher selected. These awards will be a way for our community to thank those teachers for their exceptional work.

Nominations will be accepted from any Keene School District community member including: students, parents, employees, administrators, and board members. Nomination letters are due by May 24, 2011.

Nomination guidelines are as follows:

To be eligible for this award a teacher is defined as a professional teaching staff member working for the Keene School District. (Returning teachers only; retiring teachers not eligible.) That is, classroom teachers, school librarians/media specialists, guidance counselors, reading specialists, nurses, etc.

Selection criteria

There is no one way to be an Exceptional Teacher, therefore the selection committee cannot provide one single set of absolute criteria or rely on one kind of evidence. The Committee draws criteria from a number of sources, including but not limited to:

Mastery of sound classroom instructional skills, which encourages the intellectual interests in beginning students and also stimulates advanced students to creative work.

Use of initiative, creativity and innovation in teaching techniques, which inspire students to be independent and original thinking.

Interaction with students in ways that demonstrates professionalism while retaining respect, humor, compassion and concern for the whole child.

Support student achievement of the *Keene School District Curriculum* while addressing the educational, social and emotional needs of all students.

Participates in and engages in quality professional development.

Utilizes motivational and leadership skills with students and colleagues.

Positively interacts with staff and parents.

Demonstrates enthusiasm and vitality in learning and teaching.

1. Letters must be addressed to the Keene Board of Education Exceptional Teacher Award Nomination Committee.
2. Include your name, address, e-mail, and phone number.
3. In the first paragraph, please state the name of the teacher nominee, his/her current teaching assignment and school. Also, briefly state your relationship to the teacher nominee (administrator, principal, colleague, parent, etc.)
4. The main body of your letter should provide information to the Keene Board of Education Exceptional Teacher Award Nomination Committee, which shows evidence of the selection criteria for the award.
5. Letters of nomination should be emailed to:
 - Kathleen O'Donnell, chair, at kodonnell@ne.rr.com, including "Exceptional Teacher Award" in the message line, or may be sent to
 - KBE Exceptional Teacher Award Nomination Committee, Attn: Kathleen O'Donnell, 34 West Street, Keene, NH 03431.

The Keene Board of Education appreciates all citizens who take the time to nominate an exceptional teacher.

Deadline for Nominations – May 24, 2011

KOD/5.11.11