



## **VASSAR Teacher of the Year Nomination Instructions**

### **A key consideration in order to submit an application for VASSAR Teacher of the Year:**

The nominee is a teacher who is currently being recognized for excellence in teaching American History in the Revolutionary War era from the time period of 1750 to 1800. However, it is not necessary for the teacher to have an actual title of "History Teacher".

### **The nomination packet must include the attached nomination form with the following attachments, in this order:**

- ✨ letter of nomination signed by the Chapter President.
- ✨ ▲◆□□□□▼\*■\* letter or statement signed by the nominee's Principal.
- At least one, but no more than three, additional supporting letters or statements.
- A career summary prepared by the teacher or sponsoring chapter which also shows that he/she: (a) demonstrates outstanding classroom accomplishments; (b) consistently uses innovative and effective teaching techniques; (c) relates to students how classroom knowledge is necessary to develop skills for being a good and productive citizen of the country.

Each section on the nomination form must be answered separately; do not combine sections. The letter of nomination from the chapter and the supporting letter of nomination from the principal should be no more than three pages each. The other letter(s) to support the nomination should represent the nominee's involvement in school, professional, civic, and/or extracurricular activities and be no more than three pages each. No material other than that specifically requested will be considered in the selection process and no materials will be returned. Nominations received after the deadline will not be considered.

**Nomination deadline is December 31st – Complete packet must be in the hands of the Teacher of the Year Committee by this date.**



## **VASSAR Teacher of the Year Nomination Instructions (cont'd)**

### **Send completed packets to:**

Wayne Rouse, Chairman  
VASSAR Teacher of the Year Committee  
71 Hope Springs Lane  
Stafford, VA 22554-5238

### **Selection Process:**

The Teacher of the Year committee will review all packets and announce the winner to the VASSAR President during January. After notification of the VASSAR President, the Teacher of the Year committee chair will notify the President of the local chapter who submitted the winning nominee.

### **Awards and Recognition:**

The VASSAR Teacher of the Year will be recognized at the Annual Meeting.

### **The Tom and Betty Lawrence American History Teacher Award:**

This award is administered by the Americanism Committee of the NSSAR. Each state society may nominate one teacher to compete for this award. This award has different requirements than that of the VASSAR Teacher of the Year and interested chapters and/or teachers should access the following web site for a description of those requirements and forms to be used:

<http://www.sar.org/committee/americanism/Lawrence.html>

The VASSAR Teacher of the Year Committee shall select and nominate the candidate who best meets the criteria set forth in the above web site. Any VASSAR Chapter may submit the same candidate for both the VASSAR Teacher of the Year Award and the Tom and Betty Lawrence American History Teacher Award. However, two separate packets containing the required documents for each award must be received by the VASSAR Teacher of the Year Committee by the stated deadlines.



## VASSAR Teacher of the Year Nomination Form

Nominee's Name: \_\_\_\_\_  
(This name should appear as the nominee would like it to appear on a certificate, plaque, or program. Middle names are not generally used, unless the nominee normally uses both names.)

Home Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Home Phone: \_\_\_\_\_ School Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Work Location: \_\_\_\_\_

Title/Position: \_\_\_\_\_

Subject/Grade Level: \_\_\_\_\_

Number of Years in the Teaching Profession: \_\_\_\_\_

Principal's Name: \_\_\_\_\_

Nominator's Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Title/Position: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Relationship to Nominee: \_\_\_\_\_

Attach a letter of nomination signed by the Chapter President (not to exceed three typed pages).

Attach the principal's supporting statement or letter (not to exceed three typed pages). This must be the nominee's current principal.

Attach one, but no more than three, additional letters to support the nomination (not to exceed three typed pages each). These should represent the nominee's involvement in school, professional, civic, and/or extracurricular activities.

Attach the nominee's career summary form with supporting statements.