

We are pleased to announce the third annual 2024 Educator of the Year Awards to be presented on May 8th, 2024, at the Lake County Fairgrounds. Nomination packets are due by Friday March 15th, 2024, to the Lake County ROE.

Nominations may be made in (8) eight different categories listed below. **In order to submit a nomination, each nominee must be accompanied by the 5 sections below. Each district can submit 1 nomination per eligible category.** The Nomination Packet may be submitted electronically using the Google Forms link with all items included. Nominations will not be accepted without all required materials.

The nominee must attend the banquet to be honored.

Here is a PowerPoint for the nomination packet, please visit [here](#)

Please submit this [form](#) and all accompanying documentation by **Friday, March 15, 2024**, utilizing this [link](#) for submission.

EDUCATOR OF THE YEAR CATEGORIES

1. **Classroom Elementary/Early Childhood Teacher** – A teacher who spends more than 50 percent of the time instructing students. A minimum of 4 years teaching experience. (PreK-5)
2. **Classroom Middle School Teacher** – A teacher who spends more than 50 percent of the time instructing students. A minimum of 4 years teaching experience.
3. **Classroom High School Teacher** – A teacher who spends more than 50 percent of the time instructing students. A minimum of 4 years teaching experience.
4. **Classroom Diverse Learner Teacher (ELL, SPED)** – A teacher who spends more than 50 percent of the time instructing students. A minimum of 4 years teaching experience.
5. **School Administrator** – Assistant superintendents, principals, assistant principals, coordinators, directors, or others whose responsibilities are more than 50 percent administrative.
6. **Student Support Personnel** – School nurse, psychologist, social worker, guidance counselor, media/librarian/audio visual, or speech/language therapist who spends more than 50 percent of their time in the indicated field.
7. **Educational Service Personnel** – Includes secretaries/assistants, paraprofessionals, aides, cafeteria workers, custodians, bus drivers, crossing guards, maintenance, and others.

8. **Early Career Educator** – Teachers in their second to fourth year of teaching career may be nominated for the Outstanding Early Career Educator award. The criteria for this award are the same as for any teacher but publicly recognize the accomplishments of a teacher in the early years of her/his career.
9. **Private/Parochial** – Any position from a private/parochial school.

Please note that in order for an award to be given there must be at least 3 nominees in the category.

Nominees should be exceptionally skillful and dedicated individuals in any regional school, pre-kindergarten through grade 12+, who are planning to continue in an **active** role in education. Nominations should be made without regard to age, sex, race, religion, or education position. Nominees should have the respect and admiration of students, parents, co-workers, and community members. They should play active and engaging roles in their communities as well as in the schools, distinguishing themselves as leaders and role models. Their most important quality should be their superior ability to inspire the love of learning in students and adults of all backgrounds and abilities.

It is expected that nominations will be a joint effort of teachers and administrators. A cooperative effort will strengthen this program, which is designed to honor outstanding members of the profession and promote awareness of the quality education being provided in our schools across Lake County.

Nomination Guidelines for All Categories

Please note that these are guidelines, and we strongly encourage additional supporting materials when nominating a candidate.

Section 1 – Lake County Educator of the Year 2024 Nomination Form

This form must be completed by the nominator.

Section 2 – Nominator’s Narrative

Using specific descriptions and examples, explain what qualities the nominee possesses and what activities have been undertaken on behalf of schools and students that qualify the nominee as deserving of recognition.

Length: Minimum of one double-spaced pages, maximum of 4 pages

Section 3 – Letter of Recommendations

Two letters of recommendation are required. One letter of recommendation is required from an **Administrator** and one letter should be written from one of the following categories: Administrator, Teacher, Parent, Student or a Community Member. **The letters should be labeled to indicate the category and letters should be from within the last 2 years.**

Section 4 – Professional Biography or Resume

Provide the nominee's resume or a brief description of their background and experiences specific to the nominee's contributions that have benefited the profession, students, and families. How have they continuously worked to enhance content knowledge and improve teaching skills? What are their greatest contributions and accomplishments in education? What evidence does the nominee possess to demonstrate their accomplishments and contributions (i.e. Awards, accolades, etc.)? **Note: Biography can be a professional resume**

The nominee's biography or resume can include the following basic information:

- A. Colleges and universities attended including postgraduate studies and indicate degrees earned; **(if applicable)**
- B. List candidate history indicating time period, grade level(s) and subject area(s)/specialties; **(if applicable)**
- C. List professional association memberships including information regarding offices held and other relevant activities; **(if applicable)**
- D. List examples of professional leadership; **(if applicable)**
- E. List awards and other recognition; **(if applicable)**

Section 5 - Headshot

Include a photo in .jpeg format of the nominee.