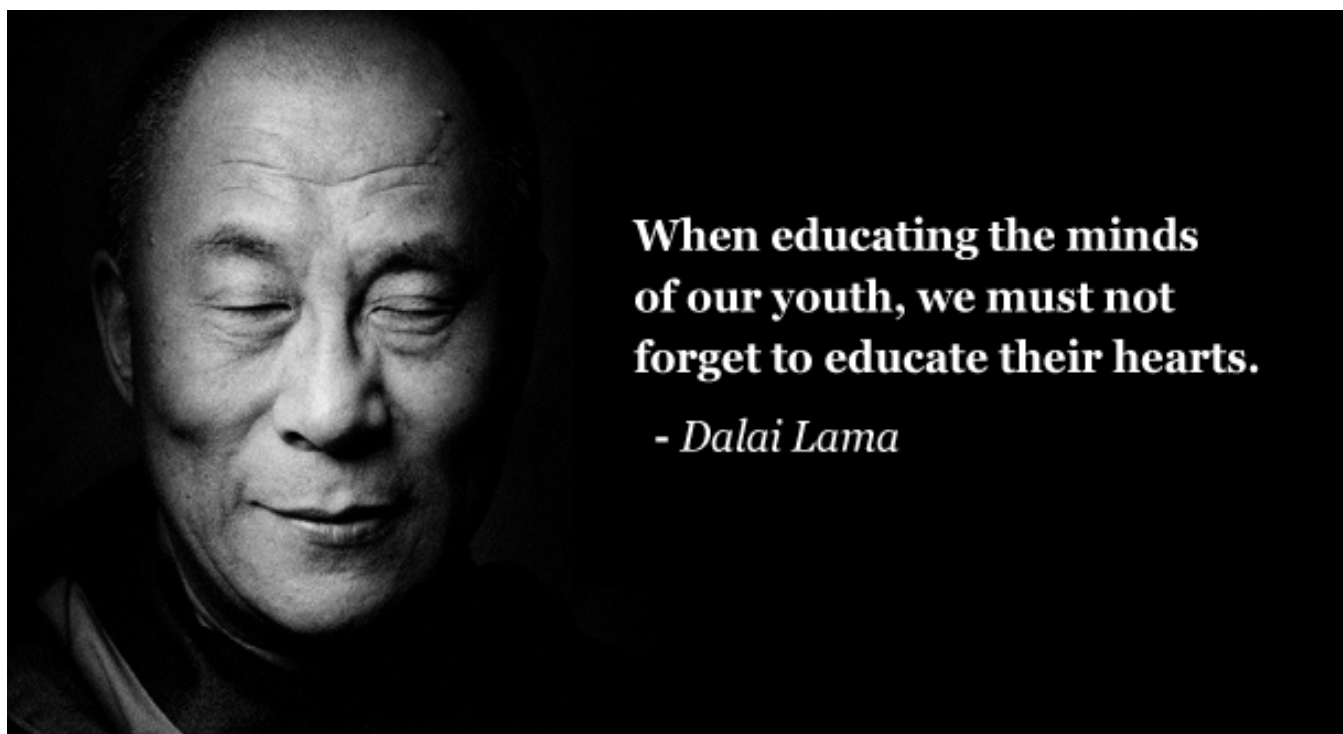




VENTURA COUNTY OFFICE OF EDUCATION

Dr. César Morales
County Superintendent of Schools

2024 Teacher of the Year



APPLICATION PACKET

"Commitment to Quality Education for All"

Ventura County Teacher of the Year Program

Andrea Rubin, Coordinator

5189 Verdugo Way
Camarillo, CA 93012

Ph: (805) 437-1501
arubin@vcoe.org

www.vcoe.org/TeacheroftheYear

Ventura County Teacher of the Year Program Overview

The Ventura County Office of Education (VCOE) invites school districts, charter schools, professional organizations, and private schools countywide to participate in the California Teachers of the Year Program. This program highlights educational innovation, student learning, and the rewards of teaching. Further, the program attracts public attention to the positive aspects of our educational system.

In 1972, California began recognizing outstanding Teachers. This endeavor provides an arena for fostering the highly qualified Teacher standard emphasized in the federal No Child Left Behind Act. The program results in the annual selection of five Teachers statewide who reflect the diversity of our Teachers and students. The process pays tribute to California's teaching force, the complexity of challenges that confront our schools, and the need to promote collaboration and teamwork to meet those challenges. While finding "the five best" Teachers out of 300,000+ may be next to impossible, the program strives to find five "of the best to represent the best."

Please help to identify and honor our county's exemplary and highly qualified Teacher who will represent our students and schools at the state Teacher of the Year program.

The overall purpose of the California Teachers of the Year Program is to pay tribute to the tireless efforts of our state's outstanding Teachers. In doing so, the program brings deserved recognition to the 300,000 California members of the teaching profession.

The program's goals are to:

- Identify and honor an exemplary and highly qualified Teacher in Ventura County.
- Select one Teacher to serve as Ventura County's Teacher of the Year who will effectively represent Ventura County at the state's Teacher of the Year Program.
- Focus public attention on the positive accomplishments of Ventura County Teachers and students.
- Encourage the participation of Teachers in the Ventura County selection process who reflect the rich diversity of their students.
- Increase the participation of small or underrepresented districts.

A California Teacher of the Year serves as an ambassador of the profession. As such, the Teacher articulates the many ways that Teachers contribute to the profession. He or she conveys, both orally and in writing, in person and through various media, ideas on current issues and challenges that confront the profession. The Teacher responds meaningfully, thoughtfully, and concisely to concerns raised in public forums - concerns that range from specific (such as how to resolve a playground argument) to general statewide impact (such as credentialing requirements). The Teacher may be asked to explain a specific program, instructional strategy, or activity that he or she has developed; how those efforts benefited students; and how the experiences might help other schools and Teachers. A California Teacher of the Year may also be asked to conduct demonstration lessons or contribute to Teacher recruitment efforts.

In past years, Teachers have been called away from their classrooms for as many as 30 instructional days over a period of three to five years, and several days in following years. The Teacher selected as the candidate to the National Teacher of the Year Program will attend a meeting in Dallas in January. The Teacher's district will send him or her to a special ceremony in Washington, D.C. in the spring. If selected as National Teacher of the Year, the candidate would be required to be out of the classroom for a year of service following the award year in order to meet a rigorous schedule consisting of interviews, site visits, speeches, and other presentations around the nation. As noted on the application, the employer of each applicant selected is responsible for any costs associated with necessary release time without adversely affecting the applicant's salary or benefits.

Eligibility Criteria

Eligibility to the Ventura County Teacher of the Year Program is limited to candidates who have been submitted to the Ventura County Office of Education by a school district, charter school, private school, or professional organization and that meet any of the following criteria:

- Already selected as a school district, charter school, private school, or professional organization Teacher of the Year within Ventura County.
- Fully credentialed Teachers in public or private schools who teach any of pre-kindergarten through grade twelve.
- Teachers of adults who provide instruction in the same curriculum as those who teach in elementary or secondary grades.
- Teachers who have some administrative responsibilities for whom teaching is the applicant's primary responsibility.

Teacher of the Year Program Timeline

Date	Activity
March	Ventura County Office of Education distributes Teacher of the Year Application to Participating districts, charter schools, private schools, and professional organizations.
March – April	Participating districts, charter schools, private schools, and professional organizations conduct their selection and recognition processes to select County finalists.
May 10, 2024 by 4:00 p.m.	Deadline for Participating districts, charter schools, private schools, and professional organizations to submit applications to the Ventura County Office of Education.
Mid May	County selection committee reviews Teacher of the Year applications. Site visits to be determined by the Selection Committee.
Mid May	Selection committee presents Ventura County Teacher of the Year to the County Superintendent.
May 23-24 (TBD)	Ventura County Teacher of the Year is announced at the recipient's school site, and a press release is issued from the Ventura County Office of Education.
June – August	State application technical assistance available from VCOE personnel.
Tentative: July 26, 2024 by 4:00 p.m.	Deadline for Ventura County Teacher of the Year to submit application to the Ventura County Office of Education to be reviewed and mailed to the California Department of Education by VCOE.
September	The state selection committee, made up of Teachers, administrators, and organization representatives, reviews applications.
September - October	County offices of education are contacted to arrange site visits for selected applicants.
October	Site visits are conducted by a team of Teacher-observers.
October - November	Selected applicants are interviewed by a state selection committee that includes the State Superintendent of Public Instruction or his designee.
November	State Superintendent of Public Instruction makes the final decisions and personally notifies the California Teachers of the Year.
November	The California Department of Education publicly announces California Teachers of the Year in a news release.
December	California Teachers of the Year meet at the California Department of Education in Sacramento to be photographed and to learn more about their role as statewide representatives of the profession.
December	The Council of Chief State School Officers is notified of California's nominee for the National Teacher of the Year program.
February	California Teachers of the Year and semi-finalists are honored at a special reception and dinner in Sacramento hosted by the California Department of Education, the California Teachers of the Year Foundation, and sponsors.

Application Formatting

Note: Failure to observe the following formatting requirements may result in disqualification. Please proofread the application carefully.

Paper, Spacing, and Fonts

All application components must be submitted in standard 8½" by 11" format, using a 12 point Arial font, line spacing of 1½, and margins of ¾ inch on right, left, top, and bottom. Do not use compressed type.

Page Titles

The Background Experience, Introductory Letter, and Essay sections should be self-titled at the top of each page.

Sequence

Assemble the application in .pdf format as follows:

- Application
- Background Experience and Professional Development Activities
- Introductory Letter from the Applicants Sponsor to the Evaluation Committee. ***This letter must be written by the person or persons responsible for sponsoring the applicant.***
- Essay:
 1. Student Progress
 2. Philosophy of Teaching
 3. The Teaching Profession

Application Submission

Delivering the Application

Applications must be emailed as a .pdf no later than 4:00 PM, Friday, May 10th, 2024 to: jgorin@vcoe.org . For your convenience this application is available online at: www.vcoe.org/TeacheroftheYear, ***Teacher of the Year Application***.

Signatures

The application requires the signatures of the applicant, school principal and district superintendent. The applicant's signature certifies that the content of the application is complete and accurate. The district superintendent's signature acknowledges that if selected as an Teacher of the Year or nominee, the Teacher may receive gifts or merchandise from program sponsors, and he/she will be exempted from any district policy governing the acceptance of gifts.

Introductory Letter, Background Experience, and Essay

The State Superintendent's focus is on closing the achievement gap and meeting the needs of all students, including those who traditionally underperform. This overarching theme sets the tone for the Ventura County and California application process.

California Teachers of the Year are frequently called upon to deliver brief, inspirational messages and to address questions from the media, the public, and peers. It is important that our Teacher representatives be able to provide answers that are succinct, yet thoughtful and inspirational in nature. Even though Teachers may represent particular subject areas, Teachers should show a broad, global view of educational practice.

The essence of this application is a set of essays in which the applicants sponsor and the applicant describe the applicants' background experiences, professional development, and personal views about education. All candidates are considered exemplary in the teaching field. However, application reviewers report that the best applications are those that inspire through specific and compelling examples; provide evidence of meeting all students' needs; and convey a "passion" and commitment above and beyond that of most applications. Reviewers note that a "voice of authenticity" runs throughout the best applications.

Background Experience and Professional Development Activities: (1 – 2 Page Maximum)

This section is written by the applicant and should be in list form, it should:

- a. Provide colleges and universities attended, including postgraduate studies, and dates of attendance and degrees earned.
- b. List teaching history with time period, grade level, and subject area of each assignment.
- c. List professional memberships, including information regarding offices held and other relevant activities.
- d. List staff development activities, mentorships, and training of other Teachers that you have presented.
- e. List awards and other recognition of your teaching, including dates and exact involvement.

Introductory Letter from the Applicants Sponsor to the Evaluation Committee: (1 - 2 Page Maximum)

This section is written by the applicants sponsor(s) to the selection committee and should address the following topics:

- Explain why this applicant should be the Ventura County Teacher of the Year. What aspects make the applicant an outstanding Teacher?
- Explain what it is like to be a student in the applicants' class. Include a brief example of an ideal **real** day in the applicants' classroom and a brief example of how the applicant has turned a challenging moment into a teachable moment.
- Describe the applicants School-Community Involvement

Describe:

- a. Partnerships, such as the applicants involvement with colleagues and creating school-community partnerships;
- b. How the applicant connects to the community and gives back to the profession;
- c. The applicants commitment to the community through service-oriented activities, such as volunteer, civic, and other group activities

Include:

- a. How the applicant establishes local partnerships that strengthen family involvement in children's education;
- b. The applicants community involvement beyond that which is considered basic school-related involvement;
- c. How the applicant gets their students involved in community service;
- d. Descriptions should **not** include personal family obligations.

Essay: (3 – Page Maximum)

This section is an essay written by the applicant that addresses the following topics:

- **Student Progress (1 – Page)**

Describe: How you know your students are achieving

Include: Descriptions illustrating your use and understanding of data

Consider:

- a. Assessment methods used;
- b. What you do with information to improve instruction;
- c. How you assess and address the needs of struggling students, etc.

- **Philosophy of Teaching (1 – Page)**

Describe:

- a. Your personal views about teaching, including what aspects make you an outstanding teacher;
- b. The rewards you find in teaching;
- c. How your views about teaching are demonstrated in your personal teaching style

- **The Teaching Profession (1 – Page)**

Describe:

- a. Why you would recommend that individuals enter the teaching profession;
- b. How you strengthen and improve the teaching profession
- c. What is and/or what should be the basis for accountability in the teaching profession
- d. The ways in which you support the profession, such as through Teacher collaboration and mentoring

Ventura County Office of Education Teacher of the Year Application

Applicant Information

☐ Mr. ☐ Ms. ☐ Mrs. ☐ Dr.

Applicant's Name

Applicant's E-mail Address

Home Address

Home City and Zip Code

Home Area Code and Phone Number

Cell Area Code and Phone Number

Subject Area(s) Currently Teaching

Grade Level(s) Currently Teaching

Total Years Teaching

Years in Current Position

Applicant's Certification

I certify that the content of this application is complete and accurate. I give my permission for the Ventura County Office of Education to share all or any part of this application with persons interested in promoting the Ventura County Teacher of the Year Program.

Applicant's Signature of Certification

School Information

School Name

Address

City & Zip Code

Area Code and Phone Number

Area Code and Fax Number

Enrollment and Grade Levels

Rural/Urban/Suburban Designation

Principal's E-mail Address

Principal's Name

Principal's Signature

Ventura County Office of Education Teacher of the Year Application

District Information

District Name

Address

City & Zip Code

Area Code and Phone Number

Area Code and Fax Number

Superintendent's E-mail Address

Superintendent's Name

Superintendent's Certification

I understand that, if selected as the Ventura County Teacher of the Year, the Teacher may receive gifts or merchandise from program sponsors and *he/she will be excluded from any district policy governing the acceptance of gifts.*

Superintendent's Signature of Certification