

**SAN DIEGO UNIFIED SCHOOL DISTRICT**

- Date:** December 8, 2006
- To:** Principals, Division and Department Heads, Childhood Development Center Administrators, Governance Team Chairs and SDEA Representatives
- Subject:** 2007-2008 TEACHER OF THE YEAR NOMINATIONS
- Department and/or Persons Concerned:** Principals, Division and Department Heads, Childhood Development Center Administrators, Governance Team Chairs and SDEA Representatives and all members of the school community
- Due Date:** **Friday, January 26, 2007** - Name of site Teacher of the Year nominee (Attachment)
- Reference:** California's Annual Day of the Teacher (May 9, 2007)
- Action Requested:**
1. Print and distribute a copy of the circular and attachment to the school's SDEA representative, or principal designee if there is no SDEA representative at the school site.
  2. Identify a teacher, selected by teachers, to represent site at the May 8, 2007, Board of Education meeting.
  2. Submit name of site Teacher of the Year nominee by **Friday, January 26, 2007**. (Attachment)
  3. Encourage the site teacher to apply for the district Teacher of the Year award.

**Brief Explanation:**

On May 8, 2007, San Diego Unified School District (SDUSD) will recognize the Day of the Teacher. At that time, the Board of Education will honor the school site Teachers of the Year and announce the district's Teacher of the Year awardees. The San Diego Education Association (SDEA) and the district are collaborating on the selection process.

By January 26, 2007, each school's SDEA representative, or principal designee if site has no SDEA representative, will hold nominations and conduct a secret ballot to select the school site's Teacher of the Year nominee. Only teachers at the site may vote for the nominee. Nominees should be classroom teachers with a minimum of five years full-time teaching experience with San Diego Unified School District.

After the election, the SDEA representative must submit the selected teacher's name to Linda Zintz in Communications (Attachment). Each site Teacher of the Year nominee has the option to apply for the district's Teacher of the Year award. Site nominees interested in applying for the district's Teacher of the Year award will be sent an application packet and instructions by the Communications Department. Completed district Teacher of the Year application materials will be due Tuesday, February 13, 2007.

All school site Teacher of the Year nominees and district Teacher of the Year awardees will be honored during the Board of Education meeting at the Day of the Teacher Celebration on Tuesday, May 8, 2007.

Completed Site Nomination Forms (Attachment) must be sent to Linda Zintz in Communications by **Friday, January 26, 2007** via:

- Email to [lzintz@sandi.net](mailto:lzintz@sandi.net);
- Fax to (619) 725-5576; or
- School mail to Education Center, Room 2145, Attention: Linda Zintz.

For information or with questions regarding the site or district Teacher of the Year process, contact Linda Zintz at (619) 725-5568 or [lzintz@sandi.net](mailto:lzintz@sandi.net).

Ursula Kroemer  
Interim Director  
Communications Department

APPROVED:



Carl A. Cohn  
Superintendent of Schools

UK:lz

Attachment

Distribution: Lists A, C, D, E, F, and O