

SAN DIEGO UNIFIED SCHOOL DISTRICT

Date: November 24, 2008

To: Principals, Division and Department Heads, Childhood Development Center Administrators, Governance Team Chairs and SDEA Representatives

Subject: SITE 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 23, 2009** - Name of site Teacher of the Year nominee (Attachment 1)

Reference: National Day of the Teacher (May 5, 2009)

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 school site SDEA representative
2. Identify **one** teacher, selected by teachers, to represent site at the May 5, 2009, Day of the Teacher celebration.
2. Submit name of site Teacher of the Year by **Friday, January 23, 2009**. (Attachment 1)
3. Encourage the site Teacher of the Year to apply for the district Teacher of the Year award.

Brief Explanation:

On May 5, 2009, San Diego Unified School District will recognize the National Day of the Teacher. The Day of the Teacher celebration will be held as a special off-site Board of Education meeting, allowing honorees, guests, board members and the district leadership team to celebrate, socialize and mingle without interruption. During the celebration, school site Teachers of the Year will be honored and the San Diego Unified School District Teacher of the Year awardees will be announced.

Each site SDEA representative (or principal designee, if there is no site SDEA representative) should hold nominations and conduct a secret ballot to select the school site's Teacher of the Year. Submitting nominations and voting are limited to teachers at the site. Nominees should be classroom teachers with a

minimum of five years full-time teaching experience with San Diego Unified. **Only one nomination can be submitted per school site.** Previous site Teachers of the Year can be nominated and selected again, as long as they are not a previous or current district Teacher of the Year awardee.

Once the selection is made, the name of the site Teacher of Year (Attachment 1) should be submitted to the Communications Department by **Friday, January 23, 2009**. Site nominees have the option to apply for the district Teacher of the Year award, if they meet the criteria. Application packets for district Teacher of the Year will also be available Friday, January 23, 2009. The deadline to submit district Teacher of the Year application materials is 5 p.m. on Wednesday, February 11, 2009.

Submit Site Teacher of the Year Nomination Forms (Attachment 1) to Jennie Breister in the Communications Department by **5 p.m. on Friday, January 23**, via:

- Email to jbreister@sandi.net;
- Fax to (619) 725-5576; or
- School mail to Education Center, Room 2145, Attention: Jennie Breister

For information or with questions regarding the site or district Teacher of the Year process, contact Jennie Breister at (619) 725-5598 or jbreister@sandi.net.

Linda Zintz
Interim Director
Communications Department

APPROVED:



Bernie Rhinerson
Chief District Relations Officer

LZ:jb

Attachments (1)

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

San Diego Unified School District

SITE NOMINATION FOR TEACHER OF THE YEAR

Dear SDEA Representative/Principal Designee:

It's time to select your school's 2009-10 Teacher of the Year. Please solicit nominations and conduct a secret ballot to select your site's designee. Only teachers should nominate and vote. Nominees should be classroom teachers with at least five years of full-time teaching experience in San Diego Unified School District. **Only one nomination can be submitted per school site.** Previous site Teachers of the Year can be nominated and selected again, as long as they are not a previous or current district Teacher of the Year awardee. All school site Teachers of the Year will be honored at the Day of the Teacher Celebration on May 5, 2009.

Site nominees will have the option to apply for the district's Teacher of the Year award, if they meet the criteria. District Teacher of the Year applications will be available January 23, 2009. District Teacher of the Year awardees will also be recognized at the May 5 Day of the Teacher Celebration.

If your site does not have a nominee, please check the appropriate box and submit the form.

School Name:	<input type="checkbox"/> No Site Nominee
Phone:	

Site Teacher of the Year:	No. of years teaching:
Phone:	E-mail:

SDEA Representative/Designee:	
Phone:	E-mail:

Principal's Name:	E-mail:

**Return by January 23, 2009, to
Jennie Breister, Communication Department, via one of the following:**

E-mail: jbreister@sandi.net • Fax: (619) 725-5576 • School mail: Education Center, Room 2145

If faxing or e-mailing, call (619) 725-5598 to confirm receipt.

Questions? Contact Jennie Breister at (619) 725-5598 or jbreister@sandi.net