



Turnaround Management Association 2008 Butler-Cooley Excellence in Teaching Awards

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ABOUT THE AWARDS

The Butler-Cooley Excellence in Teaching Awards Program, established in 2004, is funded by a five-year grant from the John Wm. Butler Foundation, Inc. It is named in honor of Leslie Bender Butler and Cindy Butler Cooley, who have collectively spent more than half a century as active teachers, shaping and influencing the lives of children in their communities. The program is administered by the Turnaround Management Association (TMA), the only international non-profit association dedicated to corporate renewal and turnaround management.

The program honors classroom teachers who have changed the outcome of students' lives and the communities in which they live. Not less than three and not more than five teachers will be honored each year at the TMA Annual Convention.

ELIGIBILITY

Each nominee must:

- Be a currently licensed, active elementary or secondary (K-12) school teacher
- Teach at an accredited public or private school
- Have at least five years of teaching experience
- Have spent the equivalent of twenty hours per week (based on at least a nine-month academic calendar year) for at least five of the prior seven years actively engaged in teaching

CASH STIPEND

\$5,000 (USD) and travel expenses for each recipient

The cash stipend will be awarded to the teacher. Travel expenses include transportation to and lodging for the TMA Annual Convention.

CRITERIA

Entries should illustrate how the nominee meets the following criteria:

- Exceptional dedication and skill in shaping and influencing children's lives through excellence in educational effort
- Demonstrated capability in effecting change in the outcome of a child's or group of children's educational performance
- Innovation in teaching methods resulting in solutions to challenging situations
- Inspiring and encouraging students of all backgrounds and abilities to learn
- Respected as a positive role model and professional by other teachers, colleagues, parents and students
- Selfless devotion and tireless efforts to improve the educational environment and quality of life in the school and community



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ASSEMBLING YOUR ENTRY

A portfolio of information should be submitted according to the established procedures. Content and complete representation of the teacher are more important than an elaborate presentation. Entries should be concise, well thought-out, and presented in a neat, easy-to-read format. Judges will not review entries that do not contain all required items. TMA will not accept piecemeal entries.

Required Items

Each entry must include:

- Completed entry form
* Please note that date of birth and Social Security number are required fields on the entry form because TMA will conduct a background review of nominees being considered for an award. This information is maintained in confidence by TMA.
- Signed information release form (to be signed by the nominee)
- Nominee's professional résumé
- A summary describing why this teacher should be selected for the award based on the published criteria
This summary should be written by the nominator (or by the nominee in the case of a self-nomination). The summary should not exceed 750 words, and it should be typed and double-spaced in no smaller than an 11-point font. The summary statement should be clearly labeled "Summary" at the top of the page.
- A statement of teaching philosophy
This statement should be written by the nominee. It should not exceed 750 words. It should be typed and double-spaced in no smaller than an 11-point font. The teaching philosophy should be clearly labeled "Teaching Philosophy" at top of page.

Optional Items

At the discretion of the nominator and/or nominee, the entry may include:

- Letters of recommendation from peers, supervisors, parents, students, etc.
A maximum of three letters may be submitted. Letters should be no longer than 500 words and should be typed and double-spaced in at least an 11-point font.
- Three additional supporting documents, limited to newspaper clippings, newsletters, brochures, artwork, news releases or awards/distinctions
These submitted items must fit on an 8.5" x 11" sheet of paper. *Please omit images of teachers.* If necessary, you may submit a photocopy of an original document to accommodate this page size requirement.

Unacceptable items

The entry may not contain any items other than those detailed above. Examples of *unacceptable* items include:

- Photographs or teacher images from news articles, etc.
- Videos
- CD-ROMs
- T-shirts, hats or any other items of apparel

Assembling Your Entry

The completed entry should be assembled in the following order, from top (1) to bottom (7). All submitted items must be on 8.5" x 11" white paper. Entries are acceptable in electronic (PDF) format.

1. Completed entry form
2. Information release form
3. Nominee's resume
4. Summary of why teacher should be selected
5. Statement of teaching philosophy
6. Optional letters of recommendation
7. Optional supporting documents

Binding:

- Multiple-page components of the entry (i.e., two-page letter or news release) may only be paper clipped together.
- The complete entry may be bound by a paper clip, binder clip or rubber band only.
- No other binding is allowed including stapling; inserting in a folder, ring binder or other bound holder; and/or inserting tabs. The completed entry should be sent as a stack of papers bound by a paper clip, binder clip or rubber band only.



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SUBMITTING YOUR ENTRY

Entries must be *received* by **Thursday, May 1, 2008**. Entries postmarked May 1, 2008, will not be considered. There will be no exceptions or extensions to this deadline. Late, incomplete or noncompliant entries/attachments will not be reviewed. Entries may be submitted by mail or email.

SUBMIT YOUR ENTRY TO:

Turnaround Management Association

Attn: Butler-Cooley Award

150 S. Wacker Drive, Suite 900

Chicago, IL 60606

Email submissions to Marian Baumann: mbaumann@turnaround.org

NOTIFICATION

Within ten business days of submitting your entry, TMA will send confirmation of receipt of entry *to the nominator only*. This confirmation will be sent via e-mail only and will indicate whether there are any problems with the entry. Please do not call TMA to confirm receipt of your entry before May 15, 2008.

Nominees and nominators will be notified of the outcome of the competition by U.S. mail in August 2008. Award recipients will be honored in October during the 2008 TMA Annual Convention at the New Orleans Marriott, New Orleans, Louisiana.

QUESTIONS?

Michele Drayton, Public Relations Manager, 1-312-242-6044 or mdrayton@turnaround.org.



Turnaround Management Association 2008 Butler-Cooley Excellence in Teaching Awards Entry Form

NOMINEE (TEACHER) INFORMATION

Note: Home address requested below will only be used internally to ensure that mailings are received once the school year concludes.

Full Name:	
Current Grade Assigned:	
Home Address: <small>(include city, state, zip, country)</small>	
Home Telephone:	
E-mail (during school year):	
E-mail address (after school year):	
Date of Birth (mm/dd/yyyy)*:	
Social Security Number*:	
School Name:	
School Address: <small>(include city, state, zip, country)</small>	
School Tel/Fax:	/
School E-mail (general mailbox):	
School Principal/Program Supervisor:	
Person's Tel/Fax:	/
Person's E-mail (during school year):	
Person's E-mail (after school year):	

NOMINATOR (PERSON NOMINATING THE TEACHER)

Note: Home address requested below will be used for internal purposes only.

Nominator Full Name:	
Home Address: <small>(include city, state, zip, country)</small>	
Home Telephone:	
E-mail (during school year):	
E-mail (after school year):	
Nominator Place of Employment:	
Address: <small>(include city, state, zip, country)</small>	
Tel/Fax:	/
E-mail (general mailbox):	
Relationship to Nominee <small>(Indicate "Self Nomination" if appropriate)</small>	
Length of Relationship with Nominee	
How did you find out about this award <small>(i.e., website, article, etc.)?</small>	

Please review the Program Information sheet for details about each attachment. **Required Attachments** are (1) completed entry form (2) signed information release form (3) nominee's professional résumé (4) a summary describing why this teacher should be selected for the award based on the published criteria and (5) a statement of teaching philosophy. **Optional Attachments** include (1) letters of recommendation and (2) other supporting documents.

Entries Due May 1, 2008

Your completed entry must be *received* by **Thursday, May 1, 2008**. Please review the Program Information sheet for complete details about assembling and submitting your entry. **Questions?** Contact Michele Drayton at 1-312-242-6044 or mdrayton@turnaround.org.

* Date of birth and Social Security number are required fields because TMA will conduct a background review of nominees being considered for an award. This information is maintained in confidence by TMA.



Turnaround Management Association 2008 Butler-Cooley Excellence in Teaching Awards Information Release Form

Questions or concerns regarding this release may be directed to Michele Drayton, Public Relations Manager, at 1-312-242-6044 or mdrayton@turnaround.org.

PLEASE NOTE: The nominee (the teacher who is being nominated) must complete this form.

To the best of my knowledge, the information provided within this entry is true and complete. If I am selected as an award recipient, I hereby authorize the use of the following in connection with the Butler-Cooley Excellence in Teaching Award: my name; my school's name; information contained within the entry; photographs; video and audio recordings of myself or others related to the award from the awards ceremony or an alternate source. I agree that no compensation shall be due to my school or me for such usage.

	By placing an "x" in the box to the left and completing the information below, I indicate my understanding and compliance with the terms of this information release. I understand that my entry will not be consideration without receipt of this form.
Printed Name:	
Signature:	
Date:	