

CAHPERD Elementary, Middle and High School TEACHER OF THE YEAR Application

This packet contains the following information about the award program:

1. General background
2. Eligibility requirements
3. Award criteria
4. Teaching levels
5. Selection and recognition process
6. Directions for completing application
7. Videotape guidelines
8. Official application form
9. Publicity form

Submit a completed application (application form, press form, recommendations and one page essays) to the state CAHPERD office for the year in which you are applying for state recognition.

State winners who belong to AAHPERD are eligible for Southwest District Teacher of the Year selection. Southwest District winners are eligible for National Teacher of the Year selection. The process culminates each year at the AAHPERD National Convention.

Questions about the application process can be directed to the CAHPERD office or the CAHPERD website - www.cahperd.org

CAHPERD

California Association for Health, Physical Education, Recreation, and Dance

1501 El Camino Ave., Suite 3
Sacramento, CA 95815-2748

Phone: 916/922-3596; 800/499-3596 (CA Only)

FAX: 916/922-0133

CAHPERD TEACHER OF THE YEAR PROGRAM

Background

CAHPERD recognizes the work of outstanding physical education teachers at the district and state levels. The current program honors state teachers at three levels: elementary, middle school, and high school.

Eligibility

Physical educators who meet the eligibility requirements and exemplify the criteria for this award, may apply or be nominated by a colleague. A “physical educator” is an individual whose primary teaching responsibility is physical education in one or more grades, K-12, of a specific school or school district.

Eligibility requirements include:

1. Current membership in CAHPERD for state selection; membership in NASPE/AAHPERD for Southwest District and/or national selection;
2. Certification as a physical education teacher;
3. Minimum of five years teaching experience in physical education;
4. Full-time teaching contract, current at the time of nomination and selection;
5. Minimum of 60% of total teaching responsibility is teaching physical education classes.

Please Note:

Former state **applicants** of CAHPERD Teachers of the Year program may re-apply each year if they were not selected. Former state level **recipients** of CAHPERD Teacher of the Year Award are not eligible to apply for this award again for three years.

Levels

Teachers may have responsibility for teaching grades that cross the different levels, but applications can be submitted for one level only. Teachers should apply for the level, which represents 50% or more of their physical education teaching assignment.

Elementary - Kindergarten through Fifth Grade

Middle School - Sixth Grade through Eighth Grade

High School - Ninth Grade through Twelfth Grade

Award Criteria

The applicant must be a physical education teacher who:

1. Conducts a high quality physical education program as reflected in the Physical Education Content Standards for California’s Public Schools.
2. Utilizes various teaching methodologies and plans innovative learning experiences to meet the needs of all students.
3. Serves as a positive role model epitomizing personal health and fitness, enjoyment of activity, fair play, safety, and sensitivity to the needs of students.
4. Participates in professional development opportunities.
5. Provides service to the profession through leadership, presentations, and/or writing.

As a part of the application, all applicants must address each of the criteria (1-5) above as it applies to his/her teaching situation. Each answer must not exceed one 8-1/2 x 11 page, single-spaced, in 12 point font.

Application Directions

Application and publicity forms must:

- Be filled out completely and be typed using 12 point font;
- Be submitted to the state office by the **November 1st deadline**.
- Applications forwarded to CAHPERD must be on the forms which are included in this packet and comply with all guidelines described herein or they will not be

considered.

- A maximum of five and a minimum of three letters of recommendation should be included. The letters should be one to two pages in length with content directly related to the award criteria. One letter must be from the current principal; additional letters may be from colleagues or parents or others who are familiar with the work of the applicant.

State Selection and Recognition Process

All applicants must turn in completed application and publicity forms to the **state office by the publicized state deadline. (November 1st)** Physical Education Teacher of the Year Applicants for each of the three levels must turn in completed applications to:

CAHPERD TOY Program

1501 El Camino Avenue - Suite 3

Sacramento, CA 95815-2748

Phone: 916/922-3596; 800/499-3596 (CA Only)

FAX: 916/922-0133

All state applications must be turned in to the CAHPERD office **no later than November 1st. THIS DATE IS FINAL (to provide time for selection committee to make their decision)**

State selection committee will select one State Teacher of the Year for each of the three levels and forward the recipient names and applications, criteria responses, recommendations, and publicity forms to:

AAHPERD, Vice President of Programs, 1900 Association Drive, Reston, VA 20191.

The State CAHPERD **Teacher of the Year Award Winner** packets must be received at AAHPERD (Vice President of Programs) by **October 15**. NASPE will check to be sure the state winner packets for Physical Education Teachers of the Year are complete and that the state winners are also members of NASPE/AAHPERD. The office of the Vice President of Programs will then send the packet of materials to the **district president** or **appropriate district designee** by **November 1**.

State CAHPERD Teacher of the Year Award Applicant TIMELINE:

- | | |
|---|--------------------------|
| 1. Completed application deadline | November 1 st |
| 2. Notification to all applicants | December 1 st |
| 3. Notification of Site Visitation | December 1 st |
| 4. All site visitations to be completed | January 15 th |
| 5. Notification of Award winner | February 1 st |
| 6. Teacher of the Year Recognition Banquet (state conference) | 1st week in March |
| 7. Application Passed on to Southwest District | October 15th |

Videotape/DVD Guidelines for CAHPERD Teachers of the Year Applicants

A videotape of a lesson is a requirement for California State Teacher of the Year applicants.

The videotape/DVD is due to CAHPERD TOY Program, 1501 El Camino Avenue, Suite 3 Sacramento, CA 95815-2748 **no later than November 1st**.

The purpose of this videotape/DVD is to provide a sample of your teaching, to capture your teaching and interactions with students. The following guidelines and recommendations will help you prepare the videotape.

1. The video may be from any of your classes but must come from only one class. The tape must be **no longer than 30 minutes**. The committee will review only the first 30 minutes of video. You should not edit the tape. There should be no breaks in the filming. We realize that few class periods are exactly and only 30 minutes long, so you can decide whether you are going to film the first 30 running minutes or pick up filming at some other point in your lesson and submit a written introduction to "set the stage" and cue reviewers as to what has happened prior to the beginning of the tape. **This Introduction may be sent in with your tape/DVD.** We encourage you to make several tapes/DVDs and submit the best one. Be sure that your verbal directions and comments to students can be heard by wearing a wireless microphone that the camera can pick up on audio. It is recognized that the "total spectrum" of teaching cannot be "captured" in 30 minutes.

2. The tape/DVD should show how you teach a typical class in your regular schedule. Do not include special activities, (i.e. jump rope team, juggling team, or other special events). Try to demonstrate your organization, instruction, pacing, transitions, active learning time, time on task, teacher movement, feedback, interaction with students, classroom management, etc. You should include portions of student practice where you are interacting directly with students.

3. Write an introduction or preface to the lesson that will put the lesson in the context of the unit and overall physical education program. It can set the stage for the day's lesson and explain what has happened before or after the 30-minute video/DVD snap-shot. This summary should include the following information: placement of lesson in the unit, what occurred before and will occur after this lesson, the type of assessment used with this lesson/unit, and a clearly stated instructional goal. Other things that may be included in the introduction are:

1) school demographics, 2) grade level of the class, 3) number of students in the class, 4) length of class period, 5) how often the class meets, 6) information on the activity being presented, 7) specific content and skills being practiced. 8) California state standards being addressed

4. The videotape/DVD must be accompanied by this **introduction** and a **complete lesson plan**. Indicate, in the lesson plan, the section, which will appear on the video if only a part of the lesson can fit into the 30 minutes.

5. The committee assumes that most of the videotapes will be made on VHS or VHS-C video recorders or DVDs. It is understood that some of you will need to set up the camera and just "let it run". This is acceptable, as long as the camera is positioned so that you, the teacher, are in clear view and **the audio can be clearly understood**. It is best, of course, if you can recruit a skilled videotaper to capture your instruction and interaction with the students. The committee is not judging the quality of your production capabilities; so do not use subtitles, music, or special effects

- YOUR TAPES/DVDS MUST BE RECEIVED NO LATER THAN **November 1st** AND MAILED TO: CAHPERD TOY PROGRAM - 1501 El Camino Avenue, Suite 3 Sacramento, CA 95815-2748
- YOUR TAPES/DVDS WILL NOT BE RETURNED.
- WE DO NOT ACCEPT PORTFOLIOS AS PART OF THIS PROCESS.

CAHPERD TEACHER OF THE YEAR OFFICIAL APPLICATION FORM

Detach the application and publication forms from the rest of this packet and send them along with your cover letter, responses to the award criteria, and letters of recommendation to the CAHPERD state office.

Circle Level: Elementary (K-5)
 Middle School (6-8)
 Secondary (9-12)

Applicant's Full Name:

Name You Wish to be called

Name to Use in Writing (certificates, press releases, etc)

Home Address:

City/State/Zip:

Home Phone: _____ Work Phone: _____

Cell Phone: _____

Email address: _____

Present Position/Title:

School Name:

Address: _____

City/State/Zip: _____

Phone: _____ Fax: _____

Educational Information:

College/University – Major: _____

Bachelors Degree: _____

Masters Degree: _____

Doctoral/Prof. Degree: _____

Career Information:

Position	Location	Length of Service
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Professional Affiliations/activities:

CAHPERD Membership # _____ Expiration Date _____ Years of Membership _____

CAHPERD Activities: (offices, articles, etc.)

District CAHPERD:

District Offices/Division or Project Activities:

Other Professional Affiliations/activities:

Significant Achievements in the Field of Physical Education:

Community Service: (Type and dates.)

Attach separate sheets, one (Maximum) for each of the five award criteria listed in this packet. The applicant should outline qualifications relevant to those criteria. Major consideration for the award will be based on these criteria. Each essay must not exceed one 8-1/2 x 11 page, single-spaced, in 12 point font.

A minimum of three and a maximum of five and letters of recommendation should be included. The letters should be one to two pages in length with content directly related to the award criteria. One letter must be from the current principal; additional letters may be from colleagues or parents or others who are familiar with the work of the applicant.

AWARD CRITERIA

- 1. Conducts a quality physical education program as reflected in the Physical Education Content Standards for California's Public Schools. Sample checkpoints;**
 - a. Program content reflects a logical scope and sequence.
 - b. Curricular balance as reflected by the California Physical Education Content Standards achieved throughout the year.
 - c. The overall purpose and vision of the curriculum is clearly articulated and understood by the teacher and students.
 - d. The teacher consistently provides creative and motivating content.
 - e. Curriculum clearly meets student's needs within the local community.
 - f. The teacher is familiar with and successfully implements various curriculum models which include but aren't limited to Sport Education, Social Development, Cooperative Model, etc ...

- 2. Utilizes various teaching methodologies and plans innovative learning experiences to meet the needs of all students. Sample Checkpoints;**
 - a. The teacher implements various instructional strategies that reflect various learning and teaching styles. This could include but isn't limited to SADIE, Cooperative Structures, and Mosston and Ashworth Spectrum of Teaching Styles, TPE's (Teaching Performance Expectations) and CSTP's (California Standards for the Teaching Profession).
 - b. The teacher is familiar with and successfully implements a positive discipline program in which students are responsible and respectful to the teacher and themselves.
 - c. The teacher excels at basic fundamental pedagogy which includes but isn't limited to proper demonstrations, checking for understanding, feedback, teacher presence and awareness, managing off task students, motivating students, and setting the stage for learning.
 - d. The teacher implements effective assessment strategies that inform both the teacher and the student of student growth and challenge areas.

- 3. Serves as a positive role model epitomizing personal health and fitness, enjoyment of activity, fair play, safety, and sensitivity to the needs of students. Sample Checkpoints;**
 - a. The teacher is physically fit and consistently participates in physical activities
 - b. The teacher stresses the importance of being physically active and exuberates a positive outlook on physical activity.
 - c. The teacher works hard to reinforce and demonstrate the concept of fair play and safety while participating in sport and working with colleagues.
 - d. Through the teachers curriculum, pedagogical approach, and interactions with students it is clear the teacher is sensitive to student needs.

- 4. Participates in professional development opportunities. Sample Checkpoints; –**
 - a. Participates in professional development activities which could include but aren't limited to: state, regional, and national conferences, district and state workshops, and subject matter projects.

- b. Keeps up with new information through journals and other written material.
- c. Visits other programs.

5. Provides service to the profession through leadership, presentations, and/or writing. Sample Checkpoints;

- a. Plays an active role in district, state, regional, or national organizations through committee work, presentations, round table discussions, or serving on leadership teams with subject matter projects or other professional organizations.
- b. Presents at district, state, regional, or national meetings.
- c. Is active in promoting physical education within the local community and school.

CAHPERD TEACHER OF THE YEAR PUBLICITY FORM

CAHPERD District: _____

Applicant's Full Name: _____

Applicant's Home Address: _____

Applicant's Email Address: _____

Applicant's Home Phone: (____) _____

Applicant's Work Phone: (____) _____

Applicant's Cell Phone: (____) _____

School Name: _____

School Address: _____

School Website: _____

Principal's Name: _____

Principal's Email Address: _____

Phone: (____) _____

Program/Dept. Chair's Name and Title: _____

Dept. Chairs Email Address: _____

Phone: (____) _____

School District Information:

School District Name: _____

Superintendent's Name: _____

Superintendent's Address: _____

Superintendent's Email Address: _____

Phone (____) _____

School District Public Relations Officer's Name: _____
Address: _____

PR Officer's Email Address: _____
Phone: (____) _____

Newspapers:

List the local papers with the largest circulation. Place additional newspapers on back of form.

Newspaper: _____ Editor: _____
Address: _____

Phone: (____) _____
FAX: (____) _____
Editor's Email Address: _____

Newspaper: _____ Editor: _____
Address: _____

Phone: (____) _____
FAX: (____) _____
Editor's Email Address: _____

Television Station:

List the local stations with the broadest coverage (use back of sheet if there is more than two).

Station Name/Call Letters: _____
Contact Person: _____
Address: _____

Phone: (____) _____
FAX: (____) _____
Email Address: _____

Station Name/Call Letters: _____
Contact Person: _____
Address: _____

Phone: (____) _____
FAX: (____) _____
Email Address: _____

Radio Stations (preferably the news stations) (use back of sheet if there is more than one).

Station Name/Call Letters: _____
Contact Person: _____
Address: _____

Phone: (____) _____
FAX: (____) _____
Email Address: _____

Station Name/Call Letters: _____
Contact Person: _____
Address: _____

Phone: (____) _____
FAX: (____) _____
Email Address: _____

Government Officials:

State Legislator: _____
Address: _____

U.S. Congress Rep: _____
Address: _____

U.S. Senator: _____
Address: _____

U.S. Senator: _____
Address: _____

Others - List others, including titles and addresses, to which your progress in this program should be reported. Use additional sheets if necessary.

IF YOU ARE SELECTED AS A CAHPERD TEACHER OF THE YEAR

- You will be asked to submit a proposal to present at the state CAHPERD conference the year following your award.

- **Participate in the awards ceremony at the annual state conference.**
- **Attend the general sessions at the state conference to be recognized.**
- **Participate on the TOY selection committee for the following year**

Teachers of the Year are ambassadors of CAHPERD and quality physical education. Individuals receiving this recognition are expected to meet the terms of this contract except in cases of extreme emergency or physical disability. Any hardship resulting from the terms of this contract should be addressed with the CAHPERD office.