

GCAEYC Award Nominee Information Form

Congratulations on your nomination for an award from Gulf Coast AEYC. Your hard work and commitment to young children is valued greatly, and we are happy that you have been recognized.

You may attach a resume in lieu of or in addition to this form. You may also use additional pages if necessary. Be sure to read the Additional Materials List for other items you need to submit with this form for the awards committee to review.

Name: _____ Position: _____

Place of Employment _____ Contact Phone: _____

Describe why you like working in the field of early childhood:

Describe your teaching/work experiences in the field of early childhood education:

Describe any workshops, courses, or other professional development you have completed in the last year, June 2006-May 2007.

Describe your involvement in any professional or volunteer organizations (education, business, community):

Sample Letter of Recommendation Request

Date

Name

Job Title

Address

Dear _____:

Hello! I have been recently nominated for an award from the Gulf Coast Association for the Education of Young Children. This is a proud achievement for me because it recognizes the hard work and commitment that I put towards young children and early childhood education. In order to complete the nomination process and be considered for the award I need to collect examples of my work and letters of recommendation.

I would like to ask you to write me a letter of recommendation for this award. Your letter will give the award committee a better understanding of the impact of the work that I do. I have attached information about some of my accomplishments and experiences. Could you please comment on any of the following points in your letter?

- My work with children/learners-learning activities, interactions, values
- My relationships with parents, staff, and community
- My professionalism-education, training, attitude

I appreciate you taking the time to write this letter of recommendation. Please let me know if you need any other information from me. Your support means a lot!

The letter is due on *(date)*. Please use the attached envelope and give back to me.

Thank you again.

Your Signature

Philosophy of Teaching

For all Classroom Teacher, Teacher Educator and Trainer of the Year nominees, please complete the following questions. You may attach additional pages if necessary.

Please describe how you think your children/learners learn best.

Please describe how you, as the teacher/instructor, help your children/learners learn.

Please describe how your learning environment helps you teach.

When you are planning lessons, activities or learning experiences, what types of things do you consider?

Additional Materials List-By Type Of Award

The following are items that you will need to collect and send with your Nominee Information Form for the awards committee to review.

Classroom Teacher of the Year	Administrator of the Year	Teacher Educator of Year	Trainer of the Year	Advocate of the Year	Body, Mind, Spirit
<p>Required</p> <p>3-5 letters of recommendation</p> <p>Philosophy of Teaching Form</p> <p>Description of your class and classroom</p> <p>At least one lesson plan</p> <p>At least one example of how you involve families/community in the classroom</p>	<p>Required</p> <p>3-5 letters of recommendation</p> <p>Description of your program</p> <p>At least one example of how your program supports families</p> <p>At least one example of your program supports teaching staff</p>	<p>Required</p> <p>3-5 letters of recommendation</p> <p>Philosophy of Teaching Form</p> <p>At least one class/workshop agenda with descriptions of learning activities</p> <p>List of classes/workshops you have taught</p> <p>Summary of evaluations from at least one course/workshop</p>	<p>Required</p> <p>3-5 letters of recommendation</p> <p>Philosophy of Teaching Form</p> <p>At least one class/workshop agenda with descriptions of learning activities</p> <p>List of classes/workshops you have taught</p> <p>Summary of evaluations from at least one course/workshop</p>	<p>Required</p> <p>3-5 letters of recommendation</p> <p>Evidence of letters/communication with elected officials</p> <p>Evidence of attendance at meetings (local, state, national) addressing children's needs and programs</p>	<p>Required</p> <p>3-5 letters of recommendation that show how you went the extra mile for children, teachers, or families</p>
<p>Optional</p> <p>Photos of activities with children</p> <p>Photos of your classroom</p> <p>Descriptions of learning experiences with your class</p> <p>Any awards or honors you received</p> <p>Evaluations</p>	<p>Optional</p> <p>Photos of your program</p> <p>Newsletters</p> <p>Any awards or honors you or your program received</p> <p>Copy of Policies & Procedures for Program</p> <p>Copy of Staff Policies & Procedures</p> <p>Evaluations</p>	<p>Optional</p> <p>Any awards or honors you received</p> <p>Evaluations</p>	<p>Optional</p> <p>Any awards or honors you received</p> <p>Evaluations</p>	<p>Optional</p> <p>Any awards or honors you received</p> <p>Evaluations</p>	<p>Optional</p> <p>Any awards or honors you received</p> <p>Evaluations</p>