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COLUMBIA SCHOOL SYSTEM
HORACE W. PORTER SCHOOL
3 SCHOOL HOUSE ROAD P.O. BOX 166
COLUMBIA, CONNECTICUT 06237



April 27, 2018

Dear Staff, Parents, and Students of Horace W. Porter School,

Since 1952 Connecticut has supported a Teacher of the Year Program to recognize and honor excellence in teaching by celebrating teachers who have inspired a love for learning in their students and who have distinguished themselves in the profession.

Horace W. Porter supports this program and the celebration of outstanding teachers through its annual Teacher of the Year (TOTY) award. Former recipients on staff include Mrs. Coviello, Mrs. Croteau, Ms. Piatek, Mrs. Francis, Ms. Martin, Mrs. Rijs, Mrs. Cavallo, Mr. Piro, Mrs. Hall, Mr. Hetherington and Ms. Henry.

The recipient of Columbia's Teacher of the Year Award (TOTY) must pass through a multi-step process before the title is conferred. First, members of the school community of parents, staff, and students receive an invitation to nominate a Porter teacher for the award based on the criteria of outstanding teaching ability, impact on and contribution to the teaching profession, and the candidate's commitment to both the school and local communities.

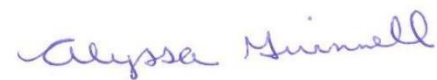
Nominations are then individually reviewed and scored by each of Columbia's former TOTYs still on staff. During the review process, the names of nominators are anonymous. Judges will use a point rubric to score each nomination. After the review is complete, the points awarded to each nominee will be tallied and our TOTY will be determined.

The name of Porter's TOTY will be announced to the staff at a staff meeting in August. In addition, the TOTY will be introduced to the Columbia community via the website and to the student body during the first Porter Pride Assembly of the next school year. Porter's TOTY will offer a "welcome" speech at the fall staff in-service, be honored at the State level at a ceremony in the fall, become a potential candidate for the State and/or National TOTY award, and earn a reserved parking space at Porter for the entire school year.

Nomination forms will be available on our website.

Thank you for taking the time to recognize the teaching excellence we see within Porter's walls! Please make certain your typed nomination is returned to me by **Friday, May 11**. If you have any questions, please do not hesitate to contact me at either 860-228-9493 x102 or agwinnell@hwporter.org.

Sincerely,


Principal

Horace W. Porter School

2019 Teacher of the Year Nomination Form

(Due to Mrs. Gwinnell by Friday, May 11, 2018)
(Please type and email or print your nominations)

Name of Nominator:

Name of Nominee:

1. Please describe what makes this person an outstanding teacher (examples include):
 - ✓ Technical Teaching Ability (Common Core of Teaching Standards)
 - ✓ Parent Interactions (communication, attitude, working relationship)
 - ✓ Student Interactions (rapport, supportive, fair)
 - ✓ Collegial Interactions (team player, supportive)

2. Description of the way (s) this candidate strengthens/improves the teaching profession through his/her educational contributions and accomplishments (examples below):
 - ✓ Intern Mentor?
 - ✓ TEAM Mentor or Cooperating teacher?
 - ✓ Curriculum Development involvement?
 - ✓ Team Leader?
 - ✓ TEAM/BEST Portfolio scorer?

3. Please describe this person's commitment to Porter School and/or Columbia or other communities (examples below):
 - ✓ Committee membership?
 - ✓ Volunteer?
 - ✓ Workshop presenter?
 - ✓ Community service?