

FLAVA 2009 AWARDS COVER SHEET

This sheet must be the top page of nominations for the FLAVA awards. Please check the appropriate box to indicate the award for which the nomination is made:

- The David Cox FLAVA Excellence in Teaching K-12 Award, K-12**
- The Marshall Brannon FLAVA Excellence in Teaching Award, Post-Secondary**
- The Helen Warriner-Burke FLAVA Distinguished Service Award**
- FLAVA Business/Industry Appreciation Award**

Nominator _____
Institution _____
Position _____
Address _____
(Number and Street or P. O Box) (City) (State) (Zip)
Telephone () _____ Fax () _____
E-Mail _____
Nominator's Signature* _____
(*If submitted electronically, this form must come from the nominator's institutional email address.)

NOMINEE'S INFORMATION

Name _____

Institution _____

Present Position _____

Current Address _____

Telephone: Office () _____ Home () _____

Member of FLAVA since _____ (year)

Include the following items in the nominating dossier or in a single email with attachments (in order):

- a. FLAVA Awards Cover Sheet.
- a. Nominating Cover letter.
- b. *Curriculum vita* of the candidate (three to five pages depending on the category).
- c. Letters of support clearly explaining the rationale for the choice of this individual. Please either scan copies or an email clearly showing the writer's institutional or affiliate email address along with the electronic letter attachment (see category specifics). Either .doc or .pdf are acceptable.
- d. Other documentation--e.g., copies of newspaper articles or other materials--if appropriate for award (must be scanned for electronic submission). Please limit to a maximum of ten (10) documents.

Nominations must be submitted by SEPTEMBER 21, 2009, to

Dr. Kathryn Murphy-Judy

Virginia Commonwealth University; School of World Studies

PO 842021; Richmond VA 23284-2021

kmurphy@vcu.edu

Telephone (804) 827-3420 Fax: (804) 828-0127

The David Cox FLAVA 2009 Award Excellence in Foreign Language Teaching, K-12

This award recognizes a foreign language teacher in grades K-12 who has demonstrated excellence in foreign language instruction and who may be forwarded as the FLAVA candidate to either the SCOLT or NECTFL Teacher of the Year (TOY) competition and eventually to the ACTFL TOY competition.

Criteria for Selection (see rubrics below)

1. The nominee must be a current FLAVA member. Although not mandatory, membership and participation in either SCOLT or NECTFL are highly desirable.
2. Nominee shall be a full-time foreign language educator in grades K-12 who spends at least fifty-percent (50%) time in direct teaching during 2009-2010 with an expectation of continued direct teaching during the next three (3) years at the K-12 level.
3. Nominee's contributions to foreign language teaching must demonstrate a positive impact on teaching and learning.
4. The nominator must submit evidence of excellence in teaching, including three to five supporting letters, at least one from each of the following constituencies: a current or recent student or his/her parent; a professional colleague; a supervisor.
5. A 500 word first-person statement on the value of learning language and culture.

With the regional competition in mind, it is recommended that:

- o The nominee in concert with the nominator fill out the linked competencies checklist (http://www.flavaweb.org/files/FLAVA_Awards_CkList2009.pdf);
- o Although a teaching portfolio is not expected for this nomination process, the nominee should be willing to create one, starting with the documentation collected in this very process.

Procedures for the Nominator

1. ONLY a supervisor, administrator, or department chair (when there is no supervisory personnel) may nominate an individual and must demonstrate awareness that the candidate may eventually attain the ACTFL TOY with its incumbent duties as the ACTFL-sponsored Ambassador for Foreign Languages for the 2010-2011 academic year.
2. The following items must be included in the nominating packet or email with attachments in order.
 - o FLAVA Awards Cover Sheet.
 - o Nominating cover letter signed by the nominator or by email clearly showing the nominator's institutional address with attached letter.
 - o Letter of recommendation from a professional colleague.
 - o Letter of recommendation from a supervisor.
 - o Letter of recommendation from a current or former parent or student.
 - o *Curriculum Vitae* of no more than five (5) pages.
 - o Five-hundred-word (500) first-person statement on the value of learning language and culture.
 - o Evidence of the nominee's influence on students.
 - o Statement of willingness to participate in all required activities associated with the award (form is available on ACTFL website at <http://www.actfl.org>) including:
 - A commitment to attend the respective regional conference for a personal interview (The regional organization or state association may provide reimbursement of some expenses);
 - If selected as the regional winner, a commitment to attend the ACTFL Annual Convention (hotel, registration, and transportation are paid by ACTFL); and
 - Willingness to serve as a spokesperson for the profession, based on availability.

- An assortment of portfolio-like documents, which may include:
 - Evidence of the nominee's impact on foreign language programs within the school or district.
 - Evidence of classroom competence (see http://www.flavaweb.org/files/FLAVA_Awards_CkList2009.pdf).
 - Evidence of service to professional organizations.
 - Special projects, workshops, presentations, curricular developments, techniques, professional service.
 - Evidence of other community service.
 - Evidence of work on school activities and events (foreign language clubs, honor societies, Foreign Language Week), etc.
 - Recognitions, awards and achievements.

Deadline

**Nominations must be submitted by September 21, 2009, to
Dr. Kathryn Murphy-Judy
Virginia Commonwealth University; School of World Studies
PO 842021; Richmond VA 23284-2021
kmurphy@vcu.edu
Telephone (804) 827-3420 Fax: (804) 828-0127**

Excellence in Foreign Language Teaching, K-12
Evaluation Sheet
(For Use by Selection Committee)

Name of Nominee _____

Evaluated by _____

Please determine first if the candidate meets the minimum criteria. Then rate the candidate based on quality of materials submitted. Quantity of materials should not take precedence over quality.

Do not be swayed by the numerous listings of things done that are part of the candidate's job, i.e., curriculum development, in-service programs, etc., which are within the jurisdiction of the normal job requirements.

Basic Criteria:

- | | | |
|---|-----|----|
| <input type="radio"/> Complete dossier submitted by 9/21/09? | Yes | No |
| <input type="radio"/> Current member of FLAVA? | Yes | No |
| <input type="radio"/> Nominating supervisor aware of commitment | Yes | No |
| <input type="radio"/> Nominee meets 50% teaching load criteria | Yes | No |

[A "no" in any of these categories disqualifies the nomination.]

100 Selection points distribution list:

- | | |
|---|-------|
| 1. Strength of letters of recommendation (15) | _____ |
| 2. Strength of CV (20) | _____ |
| 3. 500 word statement on value of learning language/culture (30) | _____ |
| 4. Evidence of incipient teaching portfolio and of reflective practice (25) | _____ |
| 5. Membership and participation in SCOLT / NECTFL (10) | _____ |
| TOTAL | _____ |

Evaluator's Comments

Please note especially the strengths of the candidate's documents and what could be done to improve each category, especially with respect to:

- Supporting statements which establish a clear rationale for choice of candidate
- Documents which support candidate's innovative approaches to teaching and impact on students
- Supporting documents which show candidate's impact on foreign language programs within the nominee's school or school district.
- Service to professional organizations
- Special projects, workshops, curricular developments, techniques, etc.
- Leadership in school, school district, community, etc. G. Contributions in creating awareness of foreign language education
- Documents which show involvement of candidate in foreign language activities, e.g., foreign language clubs and/or honor societies, Foreign Language Week observance, foreign fairs/festivals/camps, etc.
- Participation in seminars, workshops, conferences, etc.