

Educator of the Year Candidate Nomination Materials Evaluation Rubric

Candidate Identification _____

Date _____

Category: 1 2 3 4 5 6 7 8
 Classroom Elementary Teacher Classroom Middle School Teacher Classroom High School Teacher School Administrator Student Support Personnel Early Career Educator Nonpublic School Educational Service Personnel

SECTION	1	2	3	4	Points
Nominator's Recommendation	Uses descriptions and examples but does not explain what qualities the nominee possesses and what activities have been undertaken on behalf of schools and students that qualify the nominee as deserving of recognition.	Uses descriptions and examples with little explanation of what qualities the nominee possesses and what activities have been undertaken on behalf of schools and students that qualify the nominee as deserving of recognition.	Uses specific descriptions and examples that adequately explains what qualities the nominee possesses and what activities have been undertaken on behalf of schools and students that qualify the nominee as deserving of recognition.	Uses specific descriptions and numerous examples that exceptionally explain what qualities the nominee possesses and what activities have been undertaken on behalf of schools and students that qualify the nominee as deserving of recognition.	
Letters of Recommendation	Less than five letters of recommendation were submitted.	Five letters of recommendation are submitted but are not from three of the following categories: Teacher, Administrator, Parent, Student, or Community Member	A minimum of five letters of recommendation is submitted. Letters are written from three of the following categories: Teacher, Administrator, Parent or Student, or Community Member	Multiple letters of recommendation are submitted for all categories: Teacher, Administrator, Parent, Student, and Community Member	
Professional Biography	The Biography description is missing two or more elements required including influence, continuous professional development, contributions and resume	The Biography description is missing one or more elements required including influence, continuous professional development, contributions and resume	The Biography description contains all required elements including influence, continuous professional development, contributions and resume.	The biography description contains all required elements and is written in a professional manner.	
Other Information/ Responses to Questions	No additional information was submitted	Information submitted did not describe how the nominee has gone beyond the normal job responsibilities.	Information submitted documents that the nominee goes beyond his/her job responsibilities.	Information submitted included specific examples and information that described how the nominee has gone beyond normal job responsibilities to exemplify excellence.	
Comments					

Total Score _____

This rubric will be used as a guide for the judging of the Educator of the Year nomination books.