

VACTE Awards Procedures for 2011–2012

APPLICATION MATERIALS

All VACTE Award Nominees must submit materials as outlined in the ACTE National Awards Program 2011. The 2011 ACTE National Awards Program information is located at www.acteonline.org, and guideline copies have been attached at the end of this document. You will need to download all award applications and forms and guideline requirements from the ACTE website www.acteonline.org/awards.

- ACTE Teacher of the Year
- ACTE Outstanding Career and Technical Educator
- ACTE Outstanding New Career and Technical Educator
- ACTE Outstanding Teacher in Community Service

NOMINATION MATERIALS DEADLINE

All required application materials should be sent electronically by **April 1, 2012**, to the following address:

ihall@hampton.k12.va.us

Irvin Hall, VACTE Awards Chair
Kecoughtan High School
522 Woodland Road
Hampton, VA 23669

Required video and hardcopy items to be mailed are specified in the Teacher of the Year Section. No other awards should mail hard copies.

AWARDS PROCESS

The VACTE Awards Committee will review all submitted nomination forms, along with the appropriate attachments. They will evaluate nominations received and then submit Region II winners' nomination materials to Region II headquarters by May 1, 2012.

ADDITIONAL NOMINATION PROCEDURE DETAILS

- See details in the ACTE National Awards Program 2012. Follow these guidelines (format, award categories, letters of support, questions, etc.) Be sure to list each separate category appropriately at the top of the page rather than submitting everything in paragraph form all lumped together. In other words, make it easy for the judges to view what category you are addressing.
- **If packets are incomplete, they are incomplete, and will be evaluated as such.** Check and recheck everything several times prior to submitting.
- The Electronic copy should be in one PDF file for each category so that winners can be easily transmitted to Region evaluators and then to ACTE by the September deadline.

- Photo – Don't forget to enclose a photo with the electronic copy materials (JPG photo with at least 300 dpi format - per national request to facilitate the awards process).
- Letters of support – Because this process is sometimes lengthy, letters of support may be out of date since the nominee received the award at the state level. Thus, please have applicants get updated letters and have the writers of those letters use generic terms as "Outstanding Career and Technical Teacher of the Year" rather than "Your State Teacher of the Year." This is necessary since the regional winners will not be able to revise the packet of materials before being sent to the region.
- New CTE Teacher, Outstanding CT Educator, and Outstanding Teacher in Community Service— all have listed questions in the awards guidelines. Please submit written answers to those questions also as part of the electronic pdf nomination packet.
- **Teacher of the Year Only** – Written Answers & Video - At the regional level an electronic video is required with an interview of the individual answering the questions in the ACTE 2011 Awards information. **Send the Regional Awards Chairperson the electronic file of materials, and mail 3 copies of the interview video with hard copy responses to the questions to Irwin Hall.** Even though no video is required on the national level for Teacher of the Year category, it will be required for regional competition since we have no way to conduct a face-to-face interview. A face-to-face will be conducted at the national level.
Questions for Video & Hard Copy: (1) What is your philosophy of career and technical education in relation to your present position, and how do you implement that philosophy? (2) Identify and discuss critical issues facing career and technical education and your plan of action for addressing them. (3) How do you motivate and help others to become involved in our professional organization?

[ACTE Teacher of the Year Award](#)

[ACTE Outstanding Career and Technical Educator Award](#)

[ACTE Outstanding New Career and Technical Teacher Award](#)

[ACTE Outstanding Teacher in Community Service Award](#)