

MAINE TEACHER OF THE YEAR

2022 County and 2023 State Teacher of the Year Process Overview and Timeline

Phase I – County Teacher of the Year Selection

NOMINATIONS OPEN - [January 1 - February 4, 2022](#)

- Nominations accepted online through 5:00 pm on February 4, 2022

TEACHER OPT IN-OPT OUT - [February 7 - February 28, 2022](#)

- Teacher notification - Educate Maine notifies nominated teachers who can “opt in or opt out” of the selection process

- For teachers who “opt in” to the process – **Teacher materials due: Feb. 28, 2022 by 5:00 pm**

A. Teacher Profile Information - Resume that includes: education, work history, professional development, and community involvement. Sample will be posted.

B. Essays: Respond to 3 of the following 4 prompts.

Guidance for essays: each essay is limited to one (1) page; double-spaced; 1-inch margin; no less than 10 pt. font; Min: 250 words; Max: 500 words.

Required essay:

- 1) *Without using names, describe one of your students and how you helped the student meet or overcome a challenging situation.*

And, respond to **two of the following** essay prompts:

- 1) *Describe two of your strengths as an educator.*
- 2) *What are your professional growth goals for the next year?*
- 3) *Why did you become a teacher?*

C. Confirm contact information

Those who opt in and submit this information but do not move on in the process receive 5 Contact Hours

This phase is intended to get a sense of the educator’s connection to students and to the classroom.

PRINCIPAL ENDORSEMENT – [March 1 - March 11, 2022](#)

- Principals are notified of teachers their building who have opted in the process. Principal endorsement is required for Ts to move on in the process.

● **DEADLINE for PRINCIPAL TO ENDORSE TEACHER CANDIDACY:**

Friday March 11 by 5:00 pm

- A. Principal Recommendation letter – *upload as PDF on school letterhead*
- B. School contact information
- C. Answer question “*Is there anything in this person’s background or professional practice that indicates that this educator shouldn’t be held as an example of the best in our state and the nation and should not receive public accolades as an educator and role model?*”
- D. A principal nomination = a principal endorsement - *but need letter on school letterhead*

COUNTY SELECTION - March 14 – April 29, 2022

County Selection Teams - Review #1 - March 14 - March 24, 2022

- Review materials
- Department of Education confirms appropriate certification
- Select **County Finalists** – Recommend: no more than 3 Finalists per county – by Thursday, March 24, 2022

County Finalists - March 25 – April 6, 2022

- County Finalists will be notified that they are moving on in the process and receive directions for the next round.

● **DEADLINE for County Finalists materials (Round 2): Wednesday, April 6, 2022 by 5:00 pm**

- Letters of recommendation (3) 1 each from:
 - 1) District (Superintendent, School Board, Director of Curriculum, etc.),
 - 2) Colleague or Student
 - 3) Parent or Community Member
- A. Essays: Respond to **two of the following four** prompts:
Essay guidance: each essay is limited to one (1) page; double-spaced; 1-inch margin; no less than 10 pt. font; Min: 250 words; Max: 500 words.
 - 1) How is culturally responsive pedagogy reflected in your teaching and in your classroom?
 - 2) How do the ways you monitor student learning inform your instructional planning?
 - 3) Describe how you contribute to your school's culture of continuous improvement.
 - 4) Explain your impact on your school community.

Those who submit this information, but are not selected as the County Teacher of the Year, receive 10 Contact Hours.

County Selection Teams - Review #2 – Starts April 7, 2022

- Review materials and schedule interviews

County Selection Teams – Interviews – April 18-28, 2022.

- Interview County Finalists (in person or remote)
(Note some County Selection Teams choose to not interview)
- Inform Educate Maine of selection by **April 28, 2022**

COUNTY TEACHERS OF THE YEAR

- CTOY Notification – **April 29, 2022.**
- Start planning for the CTOY Announcement

2022 County Teacher of the Year Announcement (plan for in person/virtual)

May 11, 2022 – 2022 County Teacher of the Year Induction Dinner and Program (Augusta)

May 12, 2022 – Professional Development (morning) and State House Hall of Flags Announcement

County TOYs receive an additional 5 Contact Hours for a total of 15 Contact Hours

County Teacher of the Year Cohort PD Session - June 24 or 25, 2021 (tentative date – location TBA)

- Opportunity to network, plan their year of service, professional development - CTOY Cohort Platform discussion, etc.

Phase II – Maine Teacher of the Year – Selection of State Semi-finalists

Classroom Instruction Video - Due June 1, 2022

- CTOYs prepare and submit an 8- to 10-minute classroom teaching video
 - Date stamped or a video attestation (form supplied)
 - Write a one-page reflection paper - highlighting one strength in the video and one thing you would change and why.

State Review Panel (Selection Team) - REVIEW #1 – June 9, 2022

- Review and score videos; select **State Teacher of the Year Semi-finalists** (no more than 8)

Phase III – Maine Teacher of the Year – Selection of State Finalists

State Review Panel - REVIEW #2 Part 2

Oral Presentations (July 21 or 28, 2022)

- The purpose of the Oral Presentation is to establish the speaker’s ability to express his/her ideas with conviction and poise. This provides a “level playing field” for each semi-finalist.
- **Mock Keynote:** Each semi-finalist will make a **formal 7-8-minute “Mock Keynote”** on a topic of their choice
- **Expert Panel:** teachers will respond to unannounced questions from the audience – Education Policy, Classroom Practice, Leadership.
- The speech will be scored by members of the State Review Panel.

Portfolio Part 1 *(Submitted at Presentations)*

On the day of the Oral Presentations, each semi-finalist will submit a PORTFOLIO with the following information – (format and prompts are based on the National Teacher of the Year application)

- A. Basic Information (Name, address, school and district information, etc.)
- B. Demographic Information
- C. Professional Associations
- D. Resume
- E. And response to two questions:
 1. Describe a content lesson or unit that defines you as a teacher. How did you engage students of all backgrounds and abilities in the learning? How did that learning and your teaching influence your students? How are your beliefs and teaching demonstrated in this lesson or unit? *(maximum 750 words)*
 2. How do you ensure that education transcends the classroom? Describe specific ways in which you deliberately connect your students with the community. How did you collaborate with others (e.g. colleagues, students, families) in this work? Please include evidence of student impact. *(max 750 words)*

State Review Panel – Portfolio - REVIEW #2 Part 2 – August 1 - 11, 2022

Scores due August 11, 2022

Additional Contact Hours: 15 - for a total of 30 contact hours.

- The portfolios will be scored by members of the State Review Panel and combined with the scores of the Oral Presentations, no more than 3 State Finalists will be selected based on the combined numerical ratings.

State Finalists

- State Finalist notification - ***August 15, 2022***
- Send materials for site visits – ***August 16, 2022***

Phase IV – Selection of the State Teacher of the Year

School Site Visits - *Week of September 19, 2022*

- State Finalists are visited at their schools, where State Review Panel members will observe the teachers’ classroom, and interview colleagues, administrators, students, support staff, parents, and local board of education members. A sample agenda will be provided for the school principal for planning purposes.

Final Interviews - *September 26, 2022 (after school site visits complete)*

- State Finalists are interviewed by a group consisting of members of the State Review Panel, the Teacher of the Year program coordinator, legacy Teachers of the Year, and the Commissioner of Education.

The numerical ratings/scoring from the, interviews and school site visits will be combined. This information is used to inform the discussion and final selection. The State Review Panel will come to consensus and put forth one candidate to the Commissioner of Education to be named the 2021 Maine Teacher of the Year. The Commissioner of Education must approve the final selection.

Contact Hours: 15 additional contact hours awarded (total of 45 for State Finalists)

Announcement of 2023 Maine Teacher of the Year

- Announcement of the 2023 Teacher of the Year should be completed by October 15th to allow time for the completion of the National Teacher of the Year application.

Phase V – Maine Teacher of the Year

A. Finalize and submit electronically the National Teacher of the Year application/portfolio – due by ***October 28, 2022***

- The Maine Teacher of the Year represents Maine in the National Teacher of the Year program. The National Teacher of the Year Program (NTOY) is the oldest and most prestigious honors program to focus public attention on excellence in teaching. The National Teacher leaves the classroom and spends the year as a teacher ambassador, speaking nationally and internationally.
- The MTOY Coordinator will assist the TOY with the national portfolio/application development process, explanation of timelines, and will read and critique the portfolio before it is submitted to NTOY. A mentor from the Maine State Teacher of the Year Association is available to the TOY throughout the process.

B. Official Year of Recognition – begins ***January 1, 2023***

- The first year is considered a “year of recognition”. During this year, the TOY’s focus on being a forward-facing representative of education. Maine’s Teachers of the Year remain in their classrooms and districts throughout the year while actively serving as a representative of public education. They engage in ongoing professional development as a cohort with the CTOY, and engage in many local and statewide activities. They are frequently asked to speak at conferences or events, and each teacher designs his or her year of experience based on their interests, passion areas, experiences, expertise and content areas.

- There are six national events that the Maine Teacher of the Year is expected to participate.
 - **Teacher of the Year Induction Conference.** *February* Each year all the State Teachers of the Year meet to learn from each other and from experts on ways to improve and strengthen the role of Teacher of the Year. The Teacher of the Year Induction annual conference is typically held *in late January or early February*. The names of the four National Teacher of the Year finalists will be made public in early January and they will be introduced at the banquet during the conference.
 - **Washington, DC Recognition - State Teachers of the Year.** In all years of the Program, the President has introduced the National Teacher to the American people. In recent years, the President has invited the State Teachers of the Year to join in the Washington recognition. In past years, the Washington recognition has taken place during Teacher Appreciation Week in *early May*. The dates will be confirmed at a later date.
 - **Education Commission of the States National Forum on Education Policy.** *Late June/Early July*
 - **International Space Camp.** *July* Another exciting opportunity for the State Teacher of the Year is International Space Camp at the U.S. Space & Rocket Center in Huntsville, Alabama. This camp, attended by the National Teacher and State Teachers of the Year, as well as teachers and students from over twenty countries, will allow you to learn about space technology in a supercharged atmosphere of excitement with colleagues from around the nation and the world. Space Camp is in *July*.
 - **Impact and Influence Conference.** *October* Princeton, New Jersey
 - **College Football National Playoff Game** – hosted by College Football Playoff Foundation’s Extra Yard for Teachers (*January*)
- C. **Years of Service** - After the “year of recognition”, the Teacher of the Year enters the “years of service in which their tasks become much more service-oriented. Activities include serving on the Educate Maine Board of Directors, providing policy guidance and feedback; leading local, regional or statewide educational initiatives; public speaking; designing and leading professional development; acting as an advocate on key issues and topics.

The Maine Teacher of the Year Program is a program of the Maine Department of Education and administered by Educate Maine. For more information, contact Dolly Sullivan at dolly@educatemaine.org.

Monday, December 20, 2021