

Illinois Association for Health, Physical Education, Recreation & Dance



affiliated with
MID-WEST ASSOCIATION FOR HEALTH, PHYSICAL EDUCATION, RECREATION AND DANCE

and the
AMERICAN ALLIANCE FOR HEALTH, PHYSICAL EDUCATION, RECREATION AND DANCE

NASPE – MIDWEST DISTRICT AHPERD – ILLINOIS AHPERD

ELEMENTARY SCHOOL PHYSICAL EDUCATION MIDDLE SCHOOL PHYSICAL EDUCATION SECONDARY PHYSICAL EDUCATION TEACHER OF THE YEAR Application Packet

Definition

A school physical educator is defined for the purposes of this award as an individual who has a major responsibility teaching physical education at his/her level for a specific school or school system.

Eligibility Requirements

Any physical educator, who meets the eligibility requirements and exemplifies the criteria for this award, as outlined below, may apply or be nominated by a colleague.

Eligibility requirements include:

1. Current membership in NASPE/AAHPERD required for Midwest and National TOY;
2. Current membership in IAHPERD required for Illinois TOY;
3. Degree in and certification as a physical education teacher;
4. Minimum of five (5) years teaching experience in physical education;
5. Full-time teaching contract, current at the time of nomination and selection;
6. Minimum of 60% of total teaching responsibility is teaching physical education classes.
7. Current Physical Educator of the Year recipients will present sessions at the IAHPERD State Convention in November

Please Note: Current members of the NASPE Board or Directors and the Physical Education Steering Committee; members of the NASPE Teacher of the Year Awards Committee within the last three years; members of the ES, MS, HS PE TOY Selection Committees at the national level within the last three years; former district or national NASPE physical education Teachers of the Year; and recipients of NASPE Teacher of the Year awards at the state level within the last three years are **not** eligible to apply for the National Physical Education Teacher of the Year Award.

Levels

Teachers may have responsibility for teaching grades that cross the different levels, but may submit applications for one level only. Teachers should apply for the level that represents 50% or more of their physical education teaching assignment.

- | | |
|------------------|--|
| 1. Elementary | K through 5 th Grade |
| 2. Middle School | 6 th through 8 th Grade |
| 3. High School | 9 th through 12 th Grade |

Award Criteria

For the purposes of this award, a school physical educator is defined as an individual whose primary teaching responsibility is physical education, at his/her level, in a specific school or school system. The applicant must be a teacher who:

1. Conducts a quality physical education program as reflected in NASPE standards and guidelines for K-12 physical education programs;
2. Utilizes various teaching methodologies and plans innovative learning experiences to meet the needs of all students;
3. Serves as a positive role model who epitomizes personal health and fitness, enjoyment of activity, sportsmanship, and sensitivity to the needs of students;
4. Participates in professional development opportunities;
5. Provides service to the profession through leadership, presentations, and/or writing. Serves on state/district/national committees and/or presents at workshops or programs at these levels.

For purposes of this award, the applicant will answer the following two (2) essay questions (limit one page each):

1. What is your philosophy of teaching physical education?
2. What makes your physical education program different from other physical education programs?

Application Directions

1. The Illinois Physical Educator of the Year application packets can be obtained at: www.iahperd.org. This application is identical to the NASPE application form on the AAHPERD website. Please use this form.
2. All application, publicity forms, and essays must be filled out completely and typed using Times New Roman 12 point font or Arial 10 point font.
3. Include a 3 ½" x 2 ½" (wallet size) photograph that will not be returned (for Illinois TOY publicity only)
4. Applications that are forwarded to AAHPERD for National consideration must be on forms that are included in this packet and comply with all guidelines described here or they will not be considered. Application, and publicity forms must remain unchanged from the beginning of the selection process (state level) through participation at the Midwest District and National levels (except for video, i.e. Illinois APE TOY does not require a video). But the support materials (recommendations and responses to the Award Criteria) can be revised from state-district-national levels.
5. **Three (3) typed letters of recommendation should be included in the application.** All Letters of Recommendation should be one to two pages in length, single spaced in Times New Roman 12 point font, with content directly related to the Award Criteria. One letter must be from the current principal; additional letters may be from colleagues or parents or others who are familiar with the work of the applicant. **It is the responsibility of the candidate to ensure that the recommendations addresses the Award Criteria.** Please note that recommendations for district and/or national consideration should include district and/or national level recommendations.
6. Applicants must address each of the Awards Criteria (1-5) listed above as it applies to his/her teaching position. In addition, applicants must submit responses to the two essay questions. Major consideration for the award will be given to the information provided. In describing your qualifications under each criterion and essay question, specifically address innovation, major accomplishments, and significance to the field.
7. A **30-minute videotape** is a requirement for consideration for National Teacher of the Year. The videotape guidelines are explained in this packet.

State and AAHPERD Midwest District Selection and Recognition Timeline

1. IAHPERD District Presidents must receive the Illinois Physical Education Teacher of the Year application packet from the candidate by **March 1**. Send your application to your state-district president. Contact information for all Illinois District Presidents is available on the IAHPERD Website: www.iahperd.org. **The State Association (IAHPERD) will re-direct all submitted names and applications for Physical Education Teacher of the Year to the appropriate IAHPERD District President or appointed designee.**
2. State District Presidents will present their District winners to the IAHPERD Recognition/Awards Committee by **April 1**.
3. The IAHPERD Recognition/Awards Committee will present one candidate for Elementary, Middle School, and Secondary School TOY for approval at the late **April** meeting of the IAHPERD Executive Board. The state winners will be contacted in early **May**.
4. The IAHPERD TOY recipients will submit their revised applications to the Midwest District AAHPERD Recognition/Awards Committee Chair by **August 15**. Specific directions will be given to the IAHPERD TOY winners.
5. The Midwest District Physical Education TOY (three levels) will be selected at the annual meeting of the Midwest District leadership in **late September or early October**. All winners of this award will be officially notified by Midwest District within two weeks of the Midwest District AAHPERD Leadership Conference. The Midwest District Awards Committee will instruct the winner to send his/her application packet to the NASPE TOY Program, 1900 Association Drive, Reston, Virginia, 20191-1599, no later than **December 15**.
6. For AAHPERD Midwest District TOY winners, a videotape of a lesson is a requirement to participate in the selection process for National Teacher of the Year at the AAHPERD National Convention. The videotape is due to: NASPE TOY Program, 1900 Association Drive, Reston, Virginia, 20191-1599, no later than **February 1**. This is the sole responsibility of the candidate.
7. It is recommended that all Midwest District TOY winners review the NASPE website for other important information.
8. The six (6) AAHPERD District candidates for NASPE TOY must be members of AAHPERD and NASPE and must attend the AAHPERD National Convention at their own expense where an independent committee will review the applications and interview the candidates. This selection committee will choose the National Teacher of the Year from the six (6) AAHPERD District finalists.

Video Tape Guidelines for NASPE District Teachers of the Year

A video tape of a lesson is a requirement for AAHPERD Midwest District recipients participating in the selection process for National Teacher of the Year at the AAHPERD National Convention.

The video is due to NASPE TOY Program, 1900 Association Drive, Reston, VA, 20191-1599, **no later than February 1.**

The purpose of this videotape is to provide a sample of your teaching and interactions with students. As a teacher you understand that while interviews and applications are important, there is no substitute for watching someone teach in their typical school setting. The following guidelines and recommendations will help you prepare the videotape:

1. The video may be from any of your classes but must come from only one class at the level for which you are a candidate. The tape must be **no longer than 30 minutes**. The committee will review only the first 30 minutes of video. You should not edit the tape. There should be no breaks in the filming. We realize that few class periods are exactly and only 30 minutes long, so you can decide whether you are going to film the first 30 running minutes or pick up filming at some other point in your lesson and submit a written introduction to “set the stage” and cue reviewers as to what has happened prior to the beginning of the tape.
2. The video should show how you teach a typical class in your regular schedule. Do not include special activities, (i.e. jump rope team, juggling team, or other special events). Try to demonstrate your organization, instruction, pacing, transitions, active learning time, time on task, teacher movement, feedback, interaction with students, classroom management, etc. You should include portions of student practice where you are interacting directly with students.
3. **A written lesson plan and video introduction should accompany the video (SEE LESSON PLAN TEMPLATE in this application packet).** The introduction should:
 - a. introduce the unit being taught in the video;
 - b. briefly explain what has been taught in the lessons/days before this lesson;
 - c. explain what class activities have taken place before the camera starts rolling;
 - d. explain what will continue after the 30 minute video clip ends. It can set the stage for the day’s lesson and explain what has happened before or after the 30 minute video snap-shot.
4. The **Lesson Plan**, using the **Lesson Plan Template**, should be of that class period’s lesson with an indication of where the video starts and ends. Please do not submit your entire unit plan.
5. Video specifications:
 - a. The video should be the highest quality possible using the very best video recorder that you can find, digital preferred. There must be a very clear audio track and the TOY should wear a wireless microphone.
 - b. Format: NTSC video: Windows Media Video (.avi .wmv), QuickTime (.mov), MPEG (.mpg).
 - c. Resolution: 640x480 px or 320x240 px (It can be larger than 640x480, but not under 320x240).
 - d. Make sure to burn a **DATA** dvd or cd, **not** a MOVIE dvd or cd. (We cannot extract the movie from a Movie DVD to make it into a streaming video.)
 - e. Video in a VHS format or some other format should be transferred to the specifications listed above before sending it to NASPE.

YOUR VIDEOS MUST BE RECEIVED NO LATER THAN **FEBRUARY 1** AND MAILED TO:

- NASPE TOY PROGRAM, 1900 ASSOCIATION DRIVE, RESTON, VIRGINIA, 20191-1599. YOUR VIDEOS WILL NOT BE RETURNED. We highly recommend that you keep a copy. Be sure to submit a 30 minute video, an introduction, and a complete lesson plan. Do not send in the whole unit plan.
- WE DO NOT ACCEPT PORTFOLIOS AS PART OF THIS PROCESS. (Portfolios may not be presented at/during the interview)
- CONTACT NASPE IF YOU HAVE ADDITIONAL QUESTIONS: naspe@aahperd.org or 703-476-3410.

**ILLINOIS ASSOCIATION FOR HEALTH, PHYSICAL EDUCATION,
RECREATION AND DANCE**

**ELEMENTARY SCHOOL (K-5) PHYSICAL EDUCATION
MIDDLE SCHOOL (6-8) PHYSICAL EDUCATION
SECONDARY SCHOOL (9-12) PHYSICAL EDUCATION
TEACHER OF THE YEAR**

**NASPE TEACHER OF THE YEAR
OFFICIAL APPLICATION FORM**

To be completed by nominee

Detach the application and the publication forms from the rest of the packet and send them along with your responses to the 5 award criteria, 2 essays, 3 letters of recommendation, and 1 wallet sized photo to your IAHPERD District President by **March 1**.

Check the award that fits your professional qualifications:

- Elementary Physical Education Teacher of the Year (K-5) _____
- Middle School Physical Education Teacher of the Year (6-8) _____
- Secondary Physical Education Teacher of the Year (9-12) _____

Applicant's Name:

Name You Wish To Be Called:

Name to Use in Writing (certificates, press releases, etc.)

Home Address:

City/State/Zip:

Home Phone:

Home Email Address:

Present Position/Title:

School Name:

Address:

City/State/Zip

School Phone:

FAX:

School Email:

Educational Information:

College/University

Major

Bachelors Degree

Masters Degree

Doctoral/Prof. Degree

Career Information:

Position

Location

Length of Service

Professional Affiliations:

NASPE/AAHPERD Membership #:
NASPE Activities (offices, articles, etc.)

Expiration Date:

Years of Membership:

District AAHPERD:
District Offices/Divisions or Project Activities:

State AHPERD

Membership #:

Expiration Date:

Years of Membership:

Other Professional Affiliations:

Significant Achievements in the Field of Physical Education:

Community Service:

(Type and Dates.)

ILLINOIS ASSOCIATION FOR HEALTH, PHYSICAL EDUCATION, RECREATION AND DANCE

**ELEMENTARY SCHOOL (K-5) PHYSICAL EDUCATION
MIDDLE SCHOOL (6-8) PHYSICAL EDUCATION
SECONDARY SCHOOL (9-12) PHYSICAL EDUCATION
TEACHER OF THE YEAR (TOY)**

**NASPE TEACHER OF THE YEAR
PUBLICITY FORM**

To be completed by nominee

State: **ILLINOIS**

AAHPERD District: **MIDWEST DISTRICT**

Applicant's Full Name:

Applicant's Home Address:

Applicant's Home Email Address:

Applicant's Work Email Address:

Applicant's Home Phone:

Applicant's Work Phone:

School District Information:

School District Name:
Administrative Offices Address:
City, State, Zip

Superintendent's Name:
Address:
Superintendent's Email Address:

Phone:

Principal's Name:
Address:
Email Address:

Phone:

Program/Dept Chair's Name and Title:
Address:
Email Address:

Phone:

School District Public Relations Officer:
Email Address:

Phone:

Newspapers:

Newspaper #1:
Address:
Phone:
Editors Email Address:

Editor:
FAX:

Newspaper #2:
Address:
Phone:
Editor's Email Address:

Editor:
FAX:

Television Station:

Station Name/Call Letters:
Address:
Phone:
Email Address:

Contact Person:
FAX:

Station Name/Call Letters:
Address:
Phone:
Editors Email Address:

Contact Person:
FAX:

Government Officials:

State Legislator:
Address:
Email Address:

U.S. Congress Rep:
Address:
Email Address:

U.S. Senator:
Address:
Email Address:

U.S. Senator:
Address:
Email Address:

Others: list others, including titles and addresses, to which your progress in this program should be reported. Use additional sheets if necessary.

NASPE TEACHER OF THE YEAR

TOY LESSON PLAN

To be completed by nominee

****TOY Candidates should submit a lesson plan for the entire lesson NOT just the 30 minute portion included in the video.**

****Lesson Plans may be more than one page long. The following template design should be used for the lesson plan.**

Teacher:	Grade Level:
Topic/Unit	Special Needs:

Number of Students:

Objectives: By the end of the day the student will be able to:	State/National Standards Addressed

Lesson Description/Overview (limit to 3 to 5 sentences; include comments as to how lesson fits overall unit plan):

Safety Issues:

Assessments:

Lesson:

Time	Lesson Outline (Include Activity Names & Description	Briefly identify differentiation strategies (adaptations or modifications for learners)	Lesson Objective Addressed by Activity
	Instant Activity/Warm-Up:		
	Learning Experiences/Activity (ies):		
	Closure:		

Comments:

CHECKLIST FOR TEACHER OF THE YEAR CANDIDATES

- ✓ **Complete official ILLINOIS/ NASPE Application Form**
- ✓ **Attach separate sheets, one page (1) maximum for each of the five Award Criteria listed in this packet. THE APPLICANT SHOULD OUTLINE QUALIFICATIONS RELEVANT TO THAT CRITERION. Major consideration for the award will be based on these criteria.**
- ✓ **Attach three (3) letters of recommendation in the application. Letters should be one to two pages in length with the content directly related to the Award Criteria listed in this packet. One letter must be from the current principal; additional letters may be from a colleague, or parents or others who are familiar with the work of the applicant. It is the responsibility of the candidate to ensure the content of the recommendations meets the Award Criteria.**
- ✓ **Attach the two (2) essay questions in the application.**
- ✓ **Include a 3 ½" x 2 ½" (wallet size) photograph that will not be returned (for Illinois TOY publicity only)**
- ✓ **Complete ILLINOIS/NASPE Publicity Release Form in this packet.**
- ✓ **Complete the NASPE TOY LESSON PLAN Template (for National consideration only).**
- ✓ **IF YOU ARE SELECTED AS MIDWEST AAHPERD TEACHER OF THE YEAR:**
 - Your application packet is due to NASPE by December 15.
 - Your class video tape is due to NASPE by February 1
 - You may be asked to submit your application packet to NASPE by December 15.
 - You will be recognized at the Illinois AAHPERD State Convention in November.
- ✓ **IF YOU ARE SELECTED AS A /NATIONAL TEACHER OF THE YEAR:**
 - You will be asked to sign a contract developed by SPORTIME and NASPE.
 - The contract is designed to clarify the opportunities and responsibilities of the National/District Teachers of the Year
 - The NASPE Teachers of the Year shall be honored and preside as District/National TOY for the period beginning with end of the AAHPERD National Convention in the year of their selection to the end of the following AAHPERD Convention.

The responsibilities of NASPE, SPORTIME, and the NASPE District/National Teacher of the Year are listed in the NASPE Website under NASPE Awards. Please familiarize yourself with these expectations.

- naspe@aahperd.org
- www.aahperd.org/naspe
- NASPE Office: 703-476-3410
- NASPE FAX: 703-476-8316
- 1900 Association Drive, Reston Virginia, 20191