



Virginia Career and Technical Education Creating Excellence Awards Program

Individual Educator Award
Group Educator Award

Packet of Materials for Local Administrators

- ❖ Local Administrator's Schedule
- ❖ Creating Excellence Awards Fact Sheet
- ❖ Project Summary (Teacher)
- ❖ Project Summary (Group)
- ❖ Local Certificate
- ❖ Judging Panel Evaluation Form
- ❖ Local Panel Statement/Career and Technical Administrator Comments



Virginia Career and Technical Education Creating Excellence Awards Program

Local Administrator's Schedule

December, 2005

- ❖ Introduce *Virginia Career and Technical Education Creating Excellence Awards Program* to your teachers.
- ❖ Copy and give teachers the following materials:
 - Creating Excellence Awards Program* Fact Sheet
 - Project Summary (Individual Teacher and Group).
- ❖ Encourage response by highlighting excellent activities already in place in your locality.
- ❖ Inform local council and school board about the *Creating Excellence Awards Program*; ask for their support.
- ❖ Implement *Creating Excellence Awards* projects in your locality.

March 15, 2006

- ❖ Collect project summaries from all teachers who participated in the *Creating Excellence Awards Program*.
- ❖ Order certificates for local winners from
 - CTE Resource Center
 - 2002 Bremo Road, Lower Level
 - Richmond, VA 23226
 - Phone: (804) 673-3778
 - FAX: (804) 673-3798
 - E-mail: info@cteresource.org

March 15 - 31, 2006

- ❖ Set up local competition.
- ❖ Select judges. (Judges are often members of local advisory councils; they could be local business persons and community leaders. They should not be teachers or administrators from within the local school division or the Department of Education.)
- ❖ Distribute *Creating Excellence Awards Program* Fact Sheets and Judging Forms to panel members.
- ❖ The judges should select the following *Creating Excellence Awards* winners:
 - One individual teacher
 - One group
- ❖ The judges should carefully examine all entries and review them in accordance with the *Creating Excellence Awards Program* Fact Sheet. As noted, the most important aspect of each project should be its contribution to strengthening instruction in career and technical education.

April 6, 2006

- ❖ Complete local judging.
- ❖ Recognize all participants by distributing certificates.
- ❖ For projects selected for regional competition, complete Local Panel Statement/Career and technical Administrator Comments and attach to project summaries.
- ❖ Forward the materials on winners in the individual and group categories (one in each category) to your regional *Creating Excellence Awards Program* Coordinator.



Virginia Career and Technical Education Creating Excellence Awards Program

Individual and Group Educator Awards Fact Sheet

What is the Virginia Career and Technical Education Creating Excellence Awards Program?

- ❖ A voluntary program of recognition for all facets of career and technical education in Virginia
- ❖ A program that challenges teachers to identify, initiate, and implement activities that provide exceptional classroom instruction and/or positive outcomes for students in career and technical education
- ❖ A program that operates on three levels: local, regional, and state
- ❖ A program that has two major categories: 1) individual teacher activities and 2) collective/group activities

What are the objectives of the Creating Excellence Awards Program?

- ❖ Improvement in student achievement
- ❖ Potential for improving career and technical education
- ❖ Increased reinforcement and support of the Standards of Learning
- ❖ Innovation in the classroom
- ❖ Replication/adaptation by other educators
- ❖ Increased visibility of career and technical education
- ❖ Strong ties to the community and business and industry

What activities make good Creating Excellence Awards Program projects?

- ❖ Improving student performance in the classroom
- ❖ Enhancing connections to the Standards of Learning
- ❖ Marketing career and technical education to parents and students
- ❖ Expanding relationships with the business community
- ❖ Developing or expanding cooperative efforts between schools, school divisions, and community colleges
- ❖ Strengthening basic skills through the career and technical education curriculum
- ❖ Targeting programs to meet the employment needs of the business community
- ❖ Using new technology in career and technical education programs
- ❖ Strengthening the assessment and planning processes for career and technical education
- ❖ Conceptualizing ideas that can improve any and all facets of career and technical education
- ❖ Developing new teaching techniques
- ❖ Enhancing efforts to integrate academic and career and technical education

How does the process work?

At the local level . . .

1. Career and technical educators select an activity or an area of focus as a *Creating Excellence Awards* project.
2. In March, they complete the project summary forms and submit them to their career and technical administrator.
3. A local, external panel of judges reviews all *Creating Excellence Awards* projects.
4. All participants are recognized for participation. One individual teacher and one group are selected for regional competition.

At the regional level . . .

5. The regional selection process works much the same as the local process. A regional panel of judges reviews the individual and group projects submitted by each locality.
6. The panel selects one individual teacher and one group to move on to the state level of the program.

At the state level . . .

7. The state-level selection process is organized by a representative of the Office of Career and Technical Education Services, Virginia Department of Education. All individual and group project regional winners are reviewed by an external panel of judges.
8. The individual teacher and the group of teachers cited as making the most outstanding contributions to career and technical education in Virginia will be honored through a statewide awards luncheon in June.

Why do we need this program?

Excellence is the primary issue in education today. Career and technical educators should receive recognition for their exemplary contributions to this effort. The *Creating Excellence Awards* Program emphasizes the importance of excellence at the local, regional, and state levels while creating opportunities for teachers to enhance the quality of their programs.



Virginia Career and Technical Education Creating Excellence Awards Program

Project Summary (Individual Teacher)

Date _____

SCHOOL DIVISION _____

Teacher's Name _____

School _____

School Address _____

City/County _____ State _____ Zip _____

Telephone Number _____



Please describe the *Creating Excellence Awards* program that you implemented in school year 2005-2006. Your comments must be limited to the space provided.

Project Title _____

Description of the Project (Cite activities, describe how project enhanced instruction, note connections to SOLs, the community, or business and industry, and give other examples of completed objectives.)

Results of Project (If a continuing activity, comment on anticipated results.)

Implications for Project (Why is it important? Note how it might be replicated or adapted in other schools; describe how it improved your students' educational experience; and identify other results.)



Virginia Career and Technical Education Creating Excellence Awards Program

Project Summary (Group)

Date _____

SCHOOL DIVISION _____

Teachers' Name (or Name of Group) _____

School _____

School Address _____

City/County _____ State _____ Zip _____

Telephone Number _____



Please describe the *Creating Excellence Awards* program that you implemented in school year 2005-2006. Your comments must be limited to the space provided.

Project Title _____



Description of the Project (Cite activities, describe how project enhanced instruction, note connections to SOLs, the community, or business and industry, and give other examples of completed objectives.)

Results of Project (If a continuing activity, comment on anticipated results.)

Implications for Project (Why is it important? Note how it might be replicated or adapted in other schools; describe how it improved your students' educational experience; and identify other results.)



Virginia Career and Technical Education Creating Excellence Awards Program

Local Certificate of Recognition

Presented to _____

School Division _____

Project Title _____

Superintendent of Schools

Career and Technical Education
Advisory Council Chairperson

Date

Career and Technical
Education Administrator



Virginia Career and Technical Education Creating Excellence Awards Program Order Form

Please clip and return this order form to the CTE Resource Center, 2002 Bremo Rd., Lower Level, Richmond, VA 23226 • (804) 673-3778 • Fax (804) 673-3798

SCHOOL DIVISION _____

Career and Technical Education Administrator _____

School _____

School Address _____

City/County _____ State _____ Zip _____

Telephone Number _____

Please send me _____ copies of the Creating Excellence Awards Certificate for local recognition.



___ Individual ___ Group

Creating Excellence Awards

Judging Panel Evaluation Form

<p>1. Potential for Improving Career and Technical Education</p> <p>Considerations</p> <ul style="list-style-type: none">❖ Enhancement of classroom instruction❖ Connections to SOL areas and other disciplines❖ Connections to business/industry <p>Comments:</p>	<p>50 points maximum</p> <p>Points Awarded: _____</p>
<p>2. Innovation</p> <p>Considerations</p> <ul style="list-style-type: none">❖ Use of new technology❖ Use of new teaching strategies❖ Connections to other disciplines <p>Comments:</p>	<p>25 points maximum</p> <p>Points Awarded: _____</p>
<p>3. Replication/Adaptation</p> <p>Comments:</p>	<p>25 points maximum</p> <p>Points Awarded: _____</p>

Total Points: _____

School Division: _____ Title of Project: _____

Region: _____ Panel Member: _____ Date: _____



Virginia Career and Technical Education Creating Excellence Awards Program

Local Panel Statement and

Career and Technical Education Administrator Comments

SCHOOL DIVISION _____

Participant Name(s) _____

Project Title _____

Statements below may include a brief summary/opinion of the project and its merits; justification for award; recommendation for further competition.

Local Panel Statement:

Career and Technical Education Administrator's Comments: