2011
Virginia Career and Technical Education Creating Excellence Awards Program Forms

Individual Educator Award
Group Educator Award

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

Virginia Career and Technical Education
Creating Excellence Awards Program
Local Administrator's Schedule

February 2011

- 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).

  Teachers may submit an optional video clip of the project or activity. The clip should be an AVI (Audio Video Interleaved) file in an editable format on DVD or CD, not exceeding 10 minutes in length.
- 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 2, 2011

- 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 2-25, 2011

- 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 1, 2011

- Complete local judging.
- Recognize all participants by distributing certificates.
- For the one group and one individual project selected to move forward, complete Local Panel Statement and Career and Technical Administrator Comments and attach to the project summary.
- Forward the materials, including the optional video, on the winners in the individual and group categories (one in each category) to the Virginia Department of Education by **April 15, 2011**.

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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 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 or 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 or 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?

- Creating lesson plans and projects that enhance collaboration between core subjects and Career and Technical Education programs
- 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

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, instructors complete the project summary forms and submit them to their career and technical administrator. They may include a CD or DVD of their activities.
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 and are forwarded to the Virginia Department of Education for further consideration.

At the regional level . . .

5. A Virginia Department of Education-selected panel of judges reviews the individual and group projects submitted by each locality.
6. The panel selects one individual teacher and one group from each region for recognition and for consideration of the state-level award.

At the state level . . .

7. The VDOE also handles the selection of the state winners from among the regional selections.
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_____

SchoolDivision_____

Teacher'sName_____

School_____

SchoolAddress_____

City/County_____State_____ Zip_____

Telephone Number _____

Please describe the Creating Excellence Awards program that you implemented in school year 2010-2011. Your comments must be limited to the space provided.

ProjectTitle_____

_____

VIDEO (Optional): You may submit a video clip of your project or activity, if you desire. The clip should be an AVI (Audio Video Interleaved) file in an editable format on DVD or CD, with the file not exceeding 10 minutes in length. You must be willing to have the VDOE use sample footage from it.

Description of the Project (Cite activities, describe how project enhanced instruction, note connections to the Standards of Learning, 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' Names (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 2010-2011. Your comments must be limited to the space provided.

Project Title _____

_____

VIDEO (Optional): You may submit a video clip of your project or activity, if you desire. The clip should be an AVI (Audio Video Interleaved) file in an editable format on DVD or CD, with the file not exceeding 10 minutes in length. You must be willing to have the VDOE use sample footage from it.

Description of the Project (Cite activities, describe how project enhanced instruction, note connections to the Standards of Learning, 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

2011 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

☐ *Individual* ☐ *Group*

Creating Excellence Awards
Judging Panel Evaluation Form

1. Potential for Improving Career and Technical Education Considerations ✦ Enhancement of classroom instruction ✦ Connections to SOL areas and other disciplines ✦ Connections to business/industry Comments:	50 points maximum Points Awarded: _____
2. Innovation Considerations ✦ Use of new technology ✦ Use of new teaching strategies ✦ Connections to other disciplines Comments:	25 points maximum Points Awarded: _____
3. Replication/Adaptation Comments:	25 points maximum Points Awarded: _____

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 or opinion of the project and its merits; justification for award; recommendation for further competition.

Local Panel Statement:

Career and Technical Education Administrator's Comments: