



# HONORING THOSE WHO TEACH

VFW launched the National Citizenship Education Teacher Award in 1999 to recognize classroom teachers for promoting citizenship education. Three teachers from each level (grades K-5, 6-8 & 9-12) will be selected as national winners. Each national award teacher winner receives the Past Commander-in-Chief John Smart Award and \$1000.00. Their respective schools also receive a \$1,000.00 award. They receive a paid trip to a VFW national event to receive their award.

## Deadlines

**November 1** - Deadline for teacher nominations at the Post. Post judging should be completed by November 15<sup>th</sup> and winners sent to District. District judging should be completed by December 15<sup>th</sup> and winners forwarded to the Department. Department judging should be completed and winners submitted to VFW National Headquarters by January 10<sup>th</sup>.

**SPECIAL NOTE: Anyone may nominate a teacher except for the teacher himself or herself. While a school official may nominate a teacher, permission from a school or district is not required.**

Post chairmen must be sure to send the original nomination form, essay and official Post teacher entry form of the winner from each grade's category level — along with one-page resume, up to five pages of documentation and a good quality head and shoulders photograph from the winning teachers. Previous state and national VFW winners are not eligible.

## Judging

Select competent and unbiased judges. A panel of at least three to five judges is recommended. The VFW chairman should be present at the judging to provide assistance but should not be one of the judges. Prior to the judging, the chairman should review all nomination forms to ensure they adhere to the rules. Make sure entry is not a self nomination. The nominator should keep to the 350 word limit and sign the nomination.

Judges should grant points based on three criteria with the potential of 100 points as follows:

**1-50 points** - An innovative approach to teaching citizenship.

**1-25 points** - Development of resources to teach citizenship education.

**1-25 points** - Passion for teaching citizenship education.

## NOTE; JUDGING SHEETS AVAILABLE ON LATER PAGES.

### Running the Program

Here are some important points to remember when conducting the National Citizenship Education Teacher Award Program.

- Know the program procedures and judging guidelines thoroughly.
- Develop a good working relationship with your Post's Ladies Auxiliary chairman.
- Contact schools early and make a point of explaining the importance of the program to the principal.
- Send a news release to your local media with the names of your winning teachers.
- Recognize your participants — both winners and judges — with official VFW awards (see the official VFW Emblem and Supply Department catalog for ideas).
- Send an accurate and detailed report of your competition along with your winning Post's entries to the District as soon as the competition is finished.

Your report should include the following:

- 1) Ladies Auxiliary participation
- 2) Number of schools
- 3) Total amount of money spent (including banquet costs, gifts and citations).

### Winning Entry Checklist

Here's what your Post needs to have to your District by November 15<sup>th</sup>.

- Winning Post teacher's entry form, original nomination form and essay by individual making the nomination. (Up to 350 words.)
- Teacher's one page resume (no more than two sides).
- Up to five pages (both sides) of documentation such as news articles or supervisors recommendations.
- Good quality head and shoulders photo of the teacher.

Above requirements are the same for Districts to send to the Department by December 15<sup>th</sup>.

# National Citizenship Education Teacher Advancement Form

(Attach to original Post entry documentation for each teacher nominated)

Nominee's Full Name \_\_\_\_\_

Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Social Security Number \_\_\_\_\_ Grade level  K-5  6-8  9-12

Name of School \_\_\_\_\_ School's Phone \_\_\_\_\_

Address \_\_\_\_\_

## Post/Ladies Auxiliary Chairman Section

I certify that the teacher named above is the duly selected Post winner of the National Citizenship Education Teacher Award Program in his/her grade level category and is our Post's authorized entry into the District finals.

Signature of Post Commander/Chairman \_\_\_\_\_ VFW Post No. \_\_\_\_\_ Phone \_\_\_\_\_

Post Address \_\_\_\_\_

Signature of Ladies Auxiliary President/Chairman \_\_\_\_\_ Auxiliary No. \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Total number of teacher nominations for all categories \_\_\_\_\_ Total dollar amount spent by Post/Ladies Auxiliary for awards for all categories and other (citations, gifts, medals, banquet) \$ \_\_\_\_\_

## District/Ladies Auxiliary Chairman Section

I certify that the teacher named above is the duly selected District winner of the National Citizenship Education Teacher Award in his/her grade level category and is our District's entry into the Department finals.

Signature of Dist. Commander/Chairman \_\_\_\_\_ Dist. No. \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Signature of Auxiliary Dist. President/Chairman \_\_\_\_\_ Dist. No. \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

List all Posts participating in program \_\_\_\_\_

Total dollar amount spent by Posts/Auxiliaries for awards for all categories and other (citations, gifts, medals, banquet) \$ \_\_\_\_\_

## VFW Department Commander/Chairman Section

I certify that the teacher listed above is the duly selected winner of the 2009 – 2010 National Citizenship Education Teacher Award in our Department in his/her grade level and is our official entry into the National judging. This winner will be/was notified that they are the first place state winner in their grade level on the following date: \_\_\_\_\_

Signature of Dept. Commander/Chairman \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

**Note: Be sure this form is entirely completed before sending to National Headquarters with your state winner's original nomination form, essay, one page resume, up to five pages of documentation and a good quality head and shoulders photograph. Remember this form is due back to VFW National Headquarters Citizenship Education Department by January 15<sup>th</sup>. Mail to: VFW PROGRAMS, VFW NATIONAL HEADQUARTERS, 406 W. 34<sup>TH</sup> ST., KANSAS CITY, MO 64111.**

# TEACHER'S AWARD JUDGING SCORE SHEET

TEACHER'S NAME	INNOVATION (1-50 points)	RESOURCES (1-25 points)	PASSION (1-25 points)	TOTAL (possible 100 points)

## JUDGING CRITERIA

**INNOVATION - 1-50 Points** – On a scale of 1-50, how much innovation (new ideas, new tools, new resources, new approaches) does this teacher utilize in the classroom? Does this teacher's efforts reflect an ongoing desire to stimulate the students with new things?

**RESOURCES – 1-25 Points** – On a scale of 1-25, to what degree has this teacher demonstrated an ability to identify and utilize new and exceptional resources to fund, facilitate and provide materials for his or her classroom? Does this teacher tap into outside agencies, organizations and individuals to acquire materials and expertise in the classroom. As an example – bringing speakers, finding in-kind and monetary donations, utilizing local opportunities like museums, field trips and local events.

**PASSION – 1-25 Points** – On a scale of 1-25, to what degree does this teacher appear to be passionate about the profession of teaching? Are they regularly seeking to upgrade their skills? Do they try and find ways to encourage their students? Do they take a personal interest in their student's individual success?

DATE \_\_\_\_\_ POST # \_\_\_\_\_ GRADE LEVEL  K-5  6-8  9-12

JUDGE'S NAME (please print) \_\_\_\_\_

JUDGE'S SIGNATURE \_\_\_\_\_

**NOTE:** Judges should be carefully selected, preferably from individuals who have classroom experience and understand the challenges of teaching. They should never have any affiliation with the nominees or the schools where the nominees teach. While it may be necessary to use VFW and its Ladies Auxiliary members, it is preferred that judges come from outside our ranks to avoid the appearance of impropriety. During the judging, the chairman should facilitate and observe but refrain from offering his or her observations on the candidates. The judges are encouraged to discuss the candidates but must arrive at their own numerical evaluation using the grid above. Make sure all judges are kept aware of the progress of the teachers they have judged and are invited to any awards presentations.