

# The Oregon Trail Education Foundation presents 2012 Excellence in Education Awards



The Excellence in Education Awards are designed to honor employees of the Oregon Trail School District who have made significant contributions to the lives of children. The purpose of the awards is to identify those individuals whose service to education has been truly outstanding.

## Nominating an Employee

All community patrons, students or parents are invited to nominate any district employee for this award. It can be awarded to individuals who work full or part time. The only restriction is that the Oregon Trail School District must have employed the nominee for the past two years.

## Nomination & Selection Process

Nominations must be received by April 6, 2012 and will be reviewed by the Oregon Trail Education Foundation Board of Directors.

## Nomination Categories

### Licensed Staff

K-12 teachers and counselors who support students.

### Non-Licensed Support Staff

Instructional, clerical, food and maintenance support.

### Administrators

School principals and vice-principals, and district-wide administrators.

## Nomination Instructions

### Licensed / Administrative Staff

Please provide information about how the nominee:

- 1) Inspires students to achieve excellence no matter their academic level.
- 2) Instills a love for learning in students.
- 3) Encourages active participation in the educational process by students and their families.

### Non-Licensed Support Staff

Please provide information about how the nominee:

- 1) Inspires students to achieve excellence no matter their academic level.
- 2) Contributes to the safety and well being of students.
- 3) Actively supports and enhances the school's learning environment.

NOMINATION INSTRUCTIONS (CONTINUED)

Please complete the information below and submit with **three** letters of support. The letters must be written by representatives from any three of the following five groups: parent, student, colleague, business or community member. (For example: 1 letter from a parent, 1 letter from a student, and 1 letter from a community member). Include in the letters specific examples that demonstrate the employee's outstanding contribution to students and the school district. Please do not include photographs, newspaper clippings, or other attachments.

NOMINATIONS MUST BE RECEIVED BY April 6, 2012

Please submit nomination to:

Oregon Trail Education Foundation  
*Excellence in Education Awards*  
P.O. Box 1312  
Sandy, OR 97055  
*OR deliver to:*  
Patrick Sanders  
Kelso Elementary School

Award Category: <i>Licensed, Non-Licensed Support, Administrator</i>	
Name of Candidate:	
Job Title:	Department / School of Candidate:
Total Years Working for OTSD:	
Name / Title of Candidate's Immediate Supervisor:	
Nomination Submitted by:	
Address:	
Phone:	

**\*Please note:** *It is the responsibility of the nominator to see that the nomination form is submitted complete and accurate.*