

Peabody  
Logos **Leaders in  
Education**



*Building a Legacy... for generations to come.*



## Rules and Procedures for Selection as a Recipient

---

Factors to be considered by the Selection Committee:

1. Extent of formal education and degrees held. May also include special achievements like National Board Certification.
2. Professional Profile, including what brought them into education and any personal accomplishments or student achievements
3. Ability to identify the most pressing educational issues facing our county and to offer plausible solutions.
4. Professional Development/Involvement, including attendance and leadership at meetings and seminars to keep current in their field and the profession, and the extent of which nominees share their personal expertise with colleagues and others.
5. Letter of reference and specific affirmation of contributions to education of children and the profession
6. Significant contributions involving, benefiting, and serving students, school, profession, community, and society; quality of responses (creativity, clarity, conciseness).

## PEABODY LOGOS LEADERS IN EDUCATION

### Instructions, Guidelines, and Requirements

#### A. Nomination Requirements

1. The nominee must have a minimum of five (5) years full-time K-12 education experience.
2. Multiple nominations from a single school are allowed, but there will be only one winner per school or private school per school year. Nominations will be accepted from anywhere within the St. Louis metropolitan area and surrounding counties, and any counties served by Logos School including: Franklin, Jefferson, Lincoln, St. Charles, St. Louis, City of St. Louis and Warren county in Missouri; Madison, Monroe, Randolph and St. Clair county in Illinois. *Note: There may be multiple winners within a school district, but only one winner per school.*
3. Nominees will be accepted in the following educational categories:
  - a. Administration
  - b. Teachers
  - c. Facilities and maintenance support
  - d. Counseling, therapeutic and health support
  - e. Administrative staff support
4. If selected, nominee will be invited to attend the annual recognition dinner, summer 2011.
5. All nominations must be submitted on the official nomination form included below or online at [www.logoschool.org/leaders](http://www.logoschool.org/leaders).

B. Each Tuesday, the public announcement of the Peabody Logos Leaders in Education -Educator of the Week will be made on KEZK 102.5. Each Educator of the Week will be awarded a \$1000 check and their application will then move into the Educator of the Year selection process. The Educator of the Week will also be highlighted on the Logos School website.

#### C. The Nomination Packet

1. One copy of the nomination packet is required. It must be filled out completely with all required information, essays and letters.
2. Do NOT place the packet within a binder, folder, or clear plastic cover. Staple the packet in the upper left hand corner only.
3. Acronyms should NOT be used in the text, unless they are preceded by what they represent (example: Missouri State Teachers Association, MSTA).
4. The completed nomination packet must contain the following components in this order:
  - a. Nomination Form
  - b. Nominee's Information Sheet
  - c. Nominee's Education, Professional/Teaching Experience, and Special Recognition
  - d. Nominee's Personal Statements
  - e. Letter of Support/Recommendation
  - f. One 5x7 photo of the nominee

Note: Follow all instructions exactly and completely. Send ONLY the information requested and do NOT exceed the maximum length allowed for each item. In the interest of fairness to all nominees, failure to adhere to these published guidelines will result in disqualification.

D. Send the completed nomination packet (or Letter of Support/Recommendation if the application is completed online) to the following address:

**Peabody Logos Leaders In Education  
Logos School- c/o Kelsey Grulke  
9137 Old Bonhomme Road  
St. Louis, MO 63132**



## PEABODY LOGOS LEADERS IN EDUCATION

### Nomination Form (print or type)

This page is to be completed by the person making the nomination. (Self-nominations are accepted.) Only one official nomination per candidate is requested. Others who wish to support the nomination may do so through the Letter of Support discussed on the back cover.

I officially nominate \_\_\_\_\_ for the Peabody Logos Leaders in Education award.

Indicate in 50 words or less why the nominee should receive this award.

Nominator's Signature \_\_\_\_\_ Date: \_\_\_\_\_

### Nominator Information

Name \_\_\_\_\_

Address \_\_\_\_\_

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

Phone \_\_\_\_\_ Fax \_\_\_\_\_

E-Mail \_\_\_\_\_

How did you first learn about Peabody Logos Leaders in Education? \_\_\_\_\_

How did you obtain a nomination form? \_\_\_\_\_

Relationship of nominator to nominee (i.e. former student, colleague, spouse, etc.) \_\_\_\_\_





## PEABODY LOGOS LEADERS IN EDUCATION

### Nominee Information Sheet (print in ink or type)

Name \_\_\_\_\_  
Home Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Home Phone \_\_\_\_\_ E-mail \_\_\_\_\_  
Total years in full-time K-12<sup>th</sup> grade \_\_\_\_\_

#### Current Professional Assignment

Title/Position Held \_\_\_\_\_ Grade level if Teacher \_\_\_\_\_  
Name and Title of Immediate Supervisor \_\_\_\_\_  
Name of School \_\_\_\_\_  
Work Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Supervisor's Email \_\_\_\_\_  
Work Phone \_\_\_\_\_ Work Fax \_\_\_\_\_  
Superintendent of Schools \_\_\_\_\_  
School District \_\_\_\_\_  
School District Mailing Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
School District Phone \_\_\_\_\_ School District Fax \_\_\_\_\_

#### Peabody Logos Leaders in Education Nominee Permission and Verification Statement

I give permission for this nomination form and the accompanying materials to be shared with persons interested in promoting Peabody Logos Leaders in Education. I acknowledge the information in this packet is true and correct. If selected, I agree to attend the annual recognition dinner.

Nominee's Signature \_\_\_\_\_ Date \_\_\_\_\_





PEABODY LOGOS LEADERS IN EDUCATION

Nominee’s Education, Experience in Education, and Special Recognition

(Please use additional pages as necessary to complete)

Education: Listing the most recent first, identify all post high school degrees earned. (Including continuing education and professional growth.)

Table with 3 columns: Degree, College/University, Year

Work/Education Experience: Listing the most recent (current) assignment first, identify your educational assignments.

Table with 4 columns: Year(s), Institution/School, Grade Level, Subject

Publications: List your publications, if any, within the past three years by date of publication, title, and publisher.

Table with 3 columns: Date Published, Title, Publisher

List all honors, awards, and achievements which may apply to you.

Blank lines for listing honors, awards, and achievements.

Other National Awards

Table with 3 columns: Name of Award, Sponsoring Organization, Year

Other State Awards

Table with 3 columns: Name of Award, Sponsoring Organization, Year

Local District and School Awards

Table with 3 columns: Name of Award, Sponsoring Organization, Year

I affirm that all information supplied for this nomination is true and complete to the best of my knowledge.

Signature of Nominee \_\_\_\_\_ Date \_\_\_\_\_



## Nominee's Personal, Professional Statements

The nominee must respond to the following items. Responses **MUST NOT** exceed the maximum number of words and pages allowed. Each response must be formatted according to the following guidelines. Answers must be typewritten and double-spaced on 8-1/2" x 11" white paper. **Identify each section with the heading (i.e., A. Professional Profile) and submit them IN THE ORDER listed below.**

**A. Professional Profile** (one page ~ 250 words)

Present your belief statement on leadership in education. Describe what led you to your profession. You may include comments on your philosophy, who you are to your students, or your role in the field of education.

**B. Outside the Classroom** (one page ~ 250 words)

Describe programs in which you have taken a leadership role. Have you contributed to the development of other education professionals? If so, in what ways?

**C. Educational Issues** (one page ~ 250 words)

Identify two major issues or problems facing leaders in education today. What actions are you taking to solve them?

### Letter of Support/Recommendation

Submit a letter of support or recommendation from an individual in the list below. The individual must be in a position to comment on the nominee's effectiveness as a leader in education.

- Administrator
- Colleague
- Parent
- Student

**Note:** The letter of support/recommendation must be dated, personally signed, addressed to the Peabody Logos Leaders in Education Selection Committee and included with the nomination packet. This letter must be typewritten and no longer than one page. In the top, right hand corner, the writer of the letter must indicate his or her relationship to the nominee (example: Principal).