2023 Those Who Excel Awards
(Presented for service during the 2021-2022 academic year)

Important Dates:
September 22, 2022..............Nomination guidelines, instructions and nomination forms posted on PPS website.
Thursday, October 27, 2022......Nomination forms and required documentation due.
December 2, 2022.....................PPS District winners (two from each category) submitted to ISBE.

Award Categories:

**Donald M. Phares Excellence in Education Award** – for classroom teachers with over five years’ experience.

Peoria Public Schools submits the top two entries for the ISBE Illinois Teacher of the Year award. In addition to Illinois Teacher of the Year, ISBE also recognizes Regional Teachers of the Year, Special Education Teacher of the Year, Bilingual Teacher of the Year and Early Childhood Teacher of the Year.

**Donald M. Phares Excellence in Education Award**
The winner of the Peoria Public Schools Donald M. Phares Excellence in Education award is nominated for the Illinois Teacher of the Year.

Candidates for both the PPS and Illinois Teacher of the Year must:
- Have completed a minimum of five full years of teaching at the end of the 2021-2022 school year.
- Teach in Peoria Public Schools during the 2021-2022 school year more than 50 percent of the school day.
- Intend to hold a teaching position with PPS during the 2022-2023 and 2023-2024 school year.

Candidates for Teacher of the Year should demonstrate:
- A willingness to advocate for students and teachers;
- Active collaboration within the professional learning community and with parents and families;
- Exceptional dedication, knowledge and skill;
- Inspiration to students of all backgrounds and abilities to learn;
- A high level of respect and admiration of students, parents and colleagues, and;
- Leadership and innovation in and outside the classroom that embody lifelong learning.
Outstanding Early Career Educator – for classroom teachers with 1 – 5 years experience.

The top two PPS entries advance to the state competition. Nominees must have 1 - 4 years experience at the end of 2021-2022 and have demonstrated the same qualities listed above for the Teacher of the Year.

Administrator of the Year – this category recognizes outstanding principals, assistant principals and coordinators. The top two PPS nominees will advance to the ISBE Those Who Excel program.

Student Support Personnel – recognizing excellence in licensed/certified staff including counselors, social workers, psychologists, certified tutors, certified librarians, nurses, speech/language pathologists, physical therapists and occupational therapists. The top two PPS nominees will advance to the ISBE Those Who Excel program.

Education Service Personnel – for excellent service by unlicensed staff members.

- Administrative assistants
- Bus drivers
- Crossing guards
- Cafeteria staff
- School resource officers
- Paraprofessionals/teacher aides
- ROTC instructors
- Custodians
- Library managers
- Career counselors
- Parent advocates
- Justice advocates

Team – the team category recognizes any group of people working collaboratively to positively impact the lives of students, staff and the culture of a school. This could include grade-level teams, volunteer teams, PTOs, subject teams, administrative teams or department teams. The top two PPS nominees will advance to the ISBE Those Who Excel program.

Community Volunteer – Individual not employed by Peoria Public Schools who positively contribute to a school or to the overall district. The top two PPS nominees will advance to the ISBE Those Who Excel program.

Those Who Excel Judging

PPS Those Who Excel nominations are reviewed by a three-person judging committee comprising of:

- A past PPS Administrator of the Year
- A past Donald M. Phares Excellence in Education winner
- A Peoria Public Schools Foundation board member or staff member
**Nomination Guidelines**

Nominations must be submitted to the PPS Communications Department by 4 p.m., Thursday, October 27, 2022.

Nominators must complete the nomination Form at this link:

https://www.peoriapublicschools.org/domain/8037

Please download the nomination form, open it in Adobe Acrobat and choose “Fill & Sign” from the righthand menu. This will allow you to type the answers into the form.

Complete the form and save it with the name of the nominee and category e.g. Mary Smith.Classroom Teacher.

**Required documentation for Teams, Community Volunteer, Educational Service Personnel Categories**

Nominator’s Statement: Please explain why you are nominating your colleague. Describe how the nominee plays a positive and leadership role at your school. Give specific examples of actions, behavior and attitude that positively impact students, staff members and the school community.

Three letters of recommendation from at least two of the following categories:

- A school or district administrator (principal, assistant principal, coordinator etc.)
- A Peoria Public Schools teacher.
- A Peoria Public School staff member.
- A parent of a PPS student.

Letters of recommendation must be typed using 12 pt. font with one-inch margins. Letters from district or school employees must be submitted on district or school letterhead.

Letters of recommendation should include 2 - 3 specific examples of actions or behavior illustrating the qualities that qualifies the nominee for Those Who Excel recognition and how these actions or behaviors positively impact students and other members of the school community.

**Required documentation for Classroom Teacher, Early Career Educator, Administrator, Student Support Personnel Categories**

Nominator’s Statement: Please explain why you are nominating your colleague. Describe how the nominee plays a positive and leadership role at your school. Give specific examples of actions, behavior and attitude that positively impact students, staff members and the school community.

The nomination must also include:

- A current resume.
- A professional biography (250 words). Briefly describe the nominees background and what inspired them to enter the education field.
Three letters of recommendation from at least two of the following categories:
• A school or district administrator (principal, assistant principal, coordinator etc.)
• A Peoria Public Schools teacher.
• A Peoria Public School staff member.
• A parent of a PPS student.

Letters of recommendation must be typed using 12 pt. font with one-inch margins. Letters from district or school employees must be submitted on district or school letterhead.

Letters of recommendation should include 2 - 3 specific examples of actions or behavior illustrating the qualities that qualifies the nominee for Those Who Excel recognition and how these actions or behaviors positively impact students and other members of the school community.

Please email completed nominations to Communications Department Administrative Assistant Lana Heuer using the subject line Those Who Excel Nomination at lana.heuer@psd150.org.

Nomination deadline: 4 p.m., Thursday, October 27, 2022.

If you have questions about completing a Those Who Excel nomination, please email:

barbara.pierce@psd150.org or lana.heuer@psd150.org.