

Kansas Association of Independent and Religious Schools Hall of Fame 2016

1. Nominee must have been or be currently employed at an independent or religious school for not less than 25 years at least thirteen of which have been in a KAIRS member school.
2. Nominee must demonstrate that he or she has been dedicated to the educational profession and the philosophy and principles that guided their professional career into religious and/or independent schools.
3. There must be evidence that the nominee has made a substantial impact to the field of religious/independent school education in the institution they served or the communities in which they lived.
4. There must be quality letters of testimony and specific affirmation of contributions to the education of children and the educational ministry as exemplified in religious and independent schools.
5. Nominee should also demonstrate contributions involving, benefiting, and serving the community at large.
6. There must be evidence of recognition for significant accomplishments both in formal education and professional development. This may include academic honors.

In the event the nominee is deceased, an advocate may submit the required documentation.

Timeline

Nomination forms may be presented at any time; **however, any nomination postmarked after November 13th** will be considered the following year. The Hall of Fame Committee will screen all applicants. Announcements and induction will be made at the KAIRS Annual Meeting.

Nominations are due NO LATER than November 13 to be considered for the following February.

Instructions and Guidelines

- A. All nominations must be submitted on the official nomination forms, which follow. Your nomination must be postmarked no later than November 10 for consideration the following year.
- B. The person making the nomination should ensure that all required materials are included in the nomination packet. Self-nominations are accepted.
- C. Nominees will be notified if they are selected as an inductee. Public announcement of selections will be at the Annual KAIRS Meeting.
- D. **The Nomination Packet** (10 packets – the original and 9 copies) must be submitted.

Do not use binders, folders, clips or clear plastic covers. Acronyms should not be used in text unless preceded by the title they represent. (Example: Kansas Association of Independent and Religious Schools (KAIRS)). Staple the items in the top left corner only. The completed nomination packet must contain the following components in order:

- I. Nomination Form**
- II. Nominee’s Information Sheet**
- III. Nominee’s Profile**
- IV. Letters of Support**
- V. Photograph**

Carefully follow the instructions and send only the information requested. In the interest of fairness and because of the large number of potential nominees, failure to adhere to these guidelines may result in disqualification. If you deviate from any of the above guidelines, please explain the reason(s) in detail and include them with the submission of the packet.

- E. Send the completed nomination to:

KAIRS Educators Hall of Fame Committee
Kim Cochran, St. Mary’s Elementary School
Salina Catholic Diocese ,
KAIRS President
304 E. Cloud
Salina, KS 67401
kcochran@stmarysalina.org

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for the following February.**

I. Nomination Form
(print or type)

This page is to be completed by the person making the nomination. (Self-nominations are accepted). One official nomination form per candidate is requested. Others who wish to support the nomination may do so through the Letters of Support (see part IV)

I officially nominate _____ for induction into the KAIRS Educators Hall of Fame. (Indicate in fifty words or less why the nominee should be inducted into the KAIRS Educators Hall of Fame.)

Signature of nominator

Nominator Information (print or type)

Name _____

Address _____

City _____ State _____ Zip _____

E-mail _____ Fax _____

Relationship of nominator to nominee (i.e., former student, colleague, wife, etc.) _____

II. Nominee Information Sheet
(print or type)

Name _____

Home Address _____

City _____ State _____ Zip _____

Home phone _____ Home e-mail _____ Home Fax _____

Note: If retired, please complete this page with reference to nominee's last active professional position.

Current Professional Assignment

Title/Subject _____ Grade Level _____

Years in this position _____ Name of School _____

Name of Principal _____

School/Work address _____

School Telephone _____

School name _____

School address _____

School phone _____

Superintendent of Schools/Head of School _____

Total years of full-time preK-12 educational experience in a religious or independent schools _____

Total years of full-time preK-12 educational experience in a KAIRS school _____

Nominee Permission & Verification Statement

I give permission for this nomination form and the accompanying materials to be shared with persons interested in promoting the KAIRS Educators Hall of Fame. I acknowledge the information in this packet is true and correct. If selected, I agree to attend activities in Topeka, KS, accompanied by my superintendent of schools or other district representative.

Signature _____ Date _____

III. Nominee's Profile

Nominees must respond to items A, and B. Nominators must complete items C, D, E, F, & G. Responses must be typewritten in a 12-point pica or computer font and double-spaced on one side of an 8 ½" x 11" sheet of white paper. The number of pages indicated represents the maximum that may be submitted for that section. Please identify each section clearly and submit them in the order listed below.

A. Professional Profile (two pages)

What brought you into the teaching profession (degrees earned, influential role model, life experiences), and what personal accomplishments from your teaching career and/or student achievements support your candidacy to the KAIRS Educators Hall of Fame. Include the following.

1. Education: (begin with most recent)

| <u>Name of College/University</u> | <u>Dates</u> | <u>Degree/Certification</u> |
|-----------------------------------|--------------|-----------------------------|
|-----------------------------------|--------------|-----------------------------|

2. Teaching experience: (begin with most recent)

| <u>Year</u> | <u>School</u> | <u>Assignment/Grade Level</u> |
|-------------|---------------|-------------------------------|
|-------------|---------------|-------------------------------|

3. Special recognition:

| <u>Honors received – (Do not include grants or nominations)</u> | <u>Year</u> |
|---|-------------|
|---|-------------|

B. Philosophy of Education (two pages)

Why have you served in a religious or independent school for so much of your career? Describe or state your philosophy of education. Give specific examples.

C. Professional Development/Involvement (one page)

How did the nominee keep current with trends in his/her specific field or adapt to changes in student demographics, teaching methods and technology? With what professional organizations is he/she involved and in what capacity? Has he/she published in their field?

D. Getting to Know the Nominee (two pages)

Help us get to know the nominee as an individual. What do you believe makes this nominee an exceptional person and teacher?

E. In the School (two pages)

Describe the nominee's approach to education. Describe the outcome of the nominee's service to education. In programs implemented, what has been achieved? What are the nominee's goals? Does the nominee involve others?

F. Outside the Classroom (two pages)

Describe programs and activities that illustrate how the nominee has been involved with the community.

G. Educational Issues (two pages)

Identify one major issue facing education. How has this nominee responded to it?

IV. Letters of Support

A minimum of five and maximum of eight letters of support are required. Include one from each of the following individuals, plus one to three additional letters from individuals of your choice:

- student
- colleague/team member
- parent of a student
- principal or other supervisor
- superintendent of schools, district administrator, or school board representative

Individuals should be in a position to comment on the nominee's effectiveness in religious or independent school, both in and out of the classroom.

Note: All letters of support must be dated, personally signed, addressed to the KAIRS. Committee and included with the nomination packet. Each letter must be one page, typewritten, and indicate the relationship with the nominee in the upper right-hand corner.

V. Photograph

Nominees presented to the selection committee will be required to provide the Hall of Fame with one black and white professional photograph (size may vary from 2x3 to 8x10). This photograph will be used for publicity purposes, if the candidate is selected for induction and will NOT be a consideration during the actual selection process.

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Updated 8/15