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| <b>Dennis J. Doughty</b><br><i>President</i>         | <b>James Tokarsky</b><br><i>Principal</i><br><i>St. Paul High/Jr. High</i> | <b>Melissa Englert</b><br><i>Principal</i><br><i>Elementary</i> | <b>Angie Smith</b><br><i>Director</i><br><i>Early Childhood Center</i> |
| <b>Sue Lesch</b><br><i>Chief Advancement Officer</i> | <b>Michael McLaughlin</b><br><i>Business Manager</i>                       | <b>Fr. Andrew Wellmann</b><br><i>School Chaplain</i>            |  |

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93 East Main Street, Norwalk, Ohio 44857 ♦ (419) 668-7223 ♦ [www.NorwalkCatholicSchool.org](http://www.NorwalkCatholicSchool.org)

## Norwalk Catholic School

### The Agnes C. “Stoll” Riley Culture of Excellence in Teaching Award

#### Program Document

*In 1923, Agnes C. Stoll Riley was the first valedictorian of St. Paul’s new four-year high school. She had assisted the Sisters in preparing the criteria needed by the State of Ohio for the accreditation of four-year high schools. After graduating, she taught the 4<sup>th</sup> grade at St. Paul until she married James Riley and moved to Milan. Many of Agnes’ grandchildren, great-grandchildren and great-great-grandchildren have and will have attended St. Paul.*

#### Program Objective

To empower our teachers to be the best they can be, going above and beyond, emulating our **Vision** of a **Family of Faith, a Culture of Excellence and a Calling to Serve**; and supporting our **Mission** to **Develop Disciples of Christ, Promote Academic Excellence, and Foster a Respectful Community**.

#### Criteria

The following criteria are not meant to be a minimum guideline or requirement, but rather a guide which will encourage nominations and assist the selection committee in designating awards. Use the items listed below to help guide in the writing of the nomination form.

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| <p><b>Practical Criteria</b></p> <p><b>Mentor for Strong Christian Values &amp; School Spirit</b></p> <ul style="list-style-type: none"> <li>• Acts as mentor/guide for those who may be struggling, leads by example, acts as Christ in the World</li> <li>• Participates in Church programs, incorporates Christian Values into classroom</li> <li>• Attends School Events, encourages student participation</li> <li>• Lives Volunteerism, promotes student participation</li> </ul> <p><b>Professional Development</b></p> <ul style="list-style-type: none"> <li>• CEU’s above state requirements &amp; beyond current instruction area, other professional development courses</li> <li>• Provides college level courses, studying to be a provider</li> </ul> <p><b>Leadership &amp; Collaboration</b></p> <ul style="list-style-type: none"> <li>• Collaborates with Peers on a documented project (Goal, Activity, Who, Meeting Dates/Times, Data, Impact)</li> <li>• Collaborates interdisciplinary or across grades</li> <li>• Takes on leadership roles (mentoring new/student teachers) or additional roles supporting school committees</li> </ul> | <p><b>Application Based Criteria</b></p> <p><b>Transcending the Curriculum</b></p> <ul style="list-style-type: none"> <li>• Measures effectiveness of established Curriculum through tests or documented subjective methods, develops improvements and new methodology</li> <li>• Incorporates new &amp; creative teaching methods, engaging students to learn in a variety of ways</li> </ul> <p><b>Student Growth</b></p> <ul style="list-style-type: none"> <li>• Models faith, values, and a commitment to Catholic education</li> <li>• Significant Student Growth (over multiple students or multiple years), growth in student development plans</li> <li>• Engages students, inspires them to go above and beyond</li> </ul> <p><b>Technology &amp; Innovation Integration</b></p> <ul style="list-style-type: none"> <li>• Creatively implements technology into the classroom &amp; curriculum, creating clear results</li> <li>• Analyzes Data/Results to create meaningful programs</li> <li>• Displays creativity in approach &amp; gains student engagement</li> </ul> |
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## **Nomination Process**

- Nominations will be taken from students (with parent signature), parents, alumni, and peers, and can be completed by an individual or by a group. Administration will provide input about the nominee and feedback related to the nomination criteria, where applicable. Nominations should be completed on the appropriate form, signed and returned by the stated deadline.
- Eligible for nomination include those individuals who work in a teaching capacity directly with our students, working regularly throughout the year to carry out our mission, no matter their status of employment or title.
- The monetary amount of the awards to be given within a particular year will be limited by the budget, as set by the President and Governing Board. The annual budget amount will be divided evenly amongst all winners and a maximum award amount may be set based on the annual budget.
- The Selection Committee Chair will advertise a request for nominations, describing the process and main criteria to consider with a form, two months prior to Teacher Appreciation Week (Inception year will be May 6-10, 2019).

## **Selection Committee**

- Selection Committee will be Comprised of Nine Members:
  - 4 Teachers, 1 from each School (ECC, Elementary, Jr High, High School)
  - 4 Parents, 1 with child from each School
  - 1 Governing Board Member (Committee Chair). The School President will serve as an alternate.

## **Selection Process**

- The Committee will review all nominations, the number of nominations and the impact of the teacher's actions to our Mission and Vision. Teachers must truly go above and beyond the expectations of their position.
- If a Committee member is nominated, they may not provide input on their own nomination. Rather, the President will serve as an alternate for necessary input.
- The Committee will seek input from Administration & the Teacher to support nominations, prior to final selection.
- Where possible, awards will be distributed evenly across the schools relative to the number of teachers supporting each school.
- The Committee will document reasons for selection of each Nominee. This, as well as the nomination, will be used to create the Award provided to the Teacher.
- The Selection Committee Chair will summarize and publish the number of nominees and awards granted annually.

## **Award Ceremony**

- Awards will be granted during Teacher Appreciation Week with a ceremony including description of the criteria met, the nomination detail and why the Committee selected the Nominee, presented by the Nominator(s) where possible.
- Nominees not selected will receive a certificate noting the reason for nomination, distributed by their Principal.



# The Agnes C. Stoll Riley Culture of Excellence in Teaching Award Nomination Form

The Agnes C. Stoll Riley Culture of Excellence in Teaching Award is established to recognize those who go above and beyond while teaching our students, emulating our Vision of a **Family of Faith, a Culture of Excellence and a Calling to Serve**; and supporting our Mission to **Develop Disciples of Christ, Promote Academic Excellence, and Foster a Respectful Community**.

Help us take notice and provide recognition to those who teach our students. Parents tell us the great things your children share at the dinner table about a special teacher. Alum share the impact a particular teacher had on you or fellow students. Teachers recognize your peers for their great work, collaboration or spread the word on a best practice. Provide as much relevant information and especially your personal witness for the Nominee. Describe the impact they make on you or our students, specific activities that led to these results and how you believe the Nominee goes above and beyond their role.

The following criteria are not meant to be a minimum guideline or requirement, but rather a guide which encourages nominations and assists the selection committee in designating awards. A complete list of suggested criteria and the nomination process is available in the NCS Advancement Office or online at [www.norwalkcatholicschool.org](http://www.norwalkcatholicschool.org). **Deadline for applications are on the last day of March. Please submit all nominations by mail, in person to the Norwalk Catholic School Advancement Office, 93 East Main Street, Norwalk, OH 44857 or email [TeacherAwards@ncsmail.org](mailto:TeacherAwards@ncsmail.org).**

### Practical Criteria

- Mentor for Strong Christian Values & School Spirit
- Professional Development (i.e. teach at college level)
- Leadership & Collaboration (i.e. mentor peers, peer collaboration)

### Application Based Criteria

- Transcending the Curriculum (i.e. creative methods)
- Student Growth (i.e. faith, tests/grades, development plan)
- Technology & Innovation Integration

Nominee Name

Date of Nomination

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|  | Alum   | Student |
|  | Parent | Teacher |

Printed Name

Circle One

Signature (Parent if Student nomination)

*Continue on the back. If the nomination is submitted by a group, please list all supporting Nominees.*