

Missouri Talent Pool Recommendation Form

We invite you to recommend distinguished middle and secondary building-based teachers, principals or assistant principals, and specialists who are early- to mid-career and meet all of the criteria listed below.

- Educators with exceptional educational talent as evidenced by effective instructional practices and student learning results in the classroom and school.
- Educators who demonstrate exemplary educational accomplishments beyond the classroom that provide models of excellence for the profession.
- Educators whose contributions to education are largely unheralded, yet worthy of the spotlight.
- Early- to mid-career educators who offer strong long-range potential for professional and policy leadership.
- Educators who possess an engaging and inspiring presence that motivates and impacts students, colleagues, and the community.

For teachers, early- to mid-career is between 5 and 18 years. For principals, early to mid-career is in the first 10 years as an administrator with no more than 20 years total experience.

Include the candidate's resume as well as a one-page letter explaining how this person meets the above-mentioned criteria. Please include descriptive and specific information that helps the candidate jump off the page and provides evidence and a convincing case for a national award. **Incomplete forms will be eliminated from this process.**

Forms should be computer-generated or typed, not handwritten.

This is a CONFIDENTIAL process. Individuals CANNOT be aware of this recommendation.

For Office Use Only:

Month/Year Received

Missouri Talent Pool Recommendation Form

Recommended Educator: _____

Check those that apply:

Teacher _____ Specialist (specify) _____
Principal _____ Assistant Principal _____

For teacher, grade(s) _____ and subject(s) currently taught:

Reading/ELA _____ Social Studies _____
Science _____ Fine Arts _____
Mathematics _____ Foreign Language (specify) _____
Other (specify) _____

For principal/asst. principal, grade levels in building: _____

For principal/asst. principal, number of years as an administrator: _____

For applicant, total years in education: _____

Will this individual be at the same school next year? _____ Yes _____ No

School District: _____

School Name: _____

School Address: _____

Street/PO Box City State ZIP

School Phone: _____

School Fax: _____

Educator's Supervisor: _____

Supervisor Title: _____

Supervisor Phone: _____

Supervisor Email: _____

Missouri Talent Pool Recommendation Form

3. _____ **Strong long-range potential for professional and policy leadership. Predict the educator's potential to remain in education for at least 25 more years and demonstrate leadership in the profession.**

4. _____ **Engaging and inspiring presence that motivates and impacts students, colleagues, and the community. Do students perform at higher levels due to the educator, pursue certain careers, credit their success to their educator, etc.?**

Missouri Talent Pool Recommendation Form

Education (Please note: Educators with a bachelor's degree in education in the 1970s, 1980s, and early 1990s are not eligible for the KSDE Recognition Programs Bank.)

Schools Attended

Degrees

Graduation Years

Ethnicity of Educator:

White	_____	Black or African American	_____
Asian	_____	Native American or Alaska Native	_____
Hispanic/Latino	_____	Native Hawaiian or Other Pacific Islander	_____
Other (specify)	_____		

References

Please list the names and phone numbers of **three references other than you** for the educator. These individuals will be contacted; therefore, **they should know the educator currently and very well** and be able to **provide information about how the educator meets the criteria. They should work with the candidate currently or within the last year.** References should not include parents or school secretaries.

**Usually, the three individuals listed as references could be contacted during the summer months when school is not in session; therefore, it is essential that the home phone number and home e-mail address be provided for each individual listed as a reference*

1.

Reference Name: _____

Reference Title: _____

Reference Work Phone: _____

Reference Home Phone: _____

Reference Best Email: _____

Missouri Talent Pool Recommendation Form

References

2.

Reference Name: _____

Reference Title: _____

Reference Work Phone: _____

Reference Home Phone: _____

Reference Best Email: _____

3.

Reference Name: _____

Reference Title: _____

Reference Work Phone: _____

Reference Home Phone: _____

Reference Best Email: _____

Contact Information for Person Recommending Educator

Name: _____

Title: _____

Work Phone: _____

Home Phone: _____

Email Address: _____

Date of Submission : _____

- The individual who is recommending the educator must write a one-page letter explaining how the educator meets the criteria outlined on page 1 of this form. The candidate's resume must include education, work experience, professional contributions, awards, and professional memberships.

Return completed Candidate Recommendation form, letter of recommendation and educator's resume via mail to the Office of Educator Quality, Missouri Department of Elementary & Secondary Education, P.O. Box 205, Jefferson City, MO, 65102; or email: linda.dooling@dese.mo.gov.

Candidates may be recommended at any time during the year; however, for awards next fall, recommendations must be submitted by April 1, 2017. We are particularly interested in middle and high school grades for this year.