

## Chapter Aerospace/STEM Teacher of the Year Nomination Form

### Information to Chapter Leaders, Specifically AEVPs, to Prepare for and Promote the Teacher of the Year (TOY) Program

The TOY program is dependent upon the chapter being proactive in its interaction with the local school system(s) and teachers therein. If chapters do not have an established relationship with a school system or an individual school, it is suggested they make an appointment with a school administrator, or a system leader, to explain the AFA's educator and STEM programs as unique opportunities for teachers. They should ask if the school leaders have a suggestion as to teachers who may be interested in learning more about AFA's aerospace-related STEM programs. The idea is for chapters to 'build a working relationship' with school system(s), individual school(s), and specific teachers via the promotion of the AFA's \$500 Educator Grant program (which should be attractive to most any teacher), the AFA's CyberPatriot and/or StellarXplorers programs, as well as Civil Air Patrol's free AE membership program with associated free K-12 aerospace/STEM products and programs offered to every chapter. **Building such relationships with local teachers is key in being able to know about and recognize teachers at the chapter level, which could lead to state and national awards.**

**2021 TOY UPDATE:** During the COVID pandemic, many teachers have had unique challenges trying to do virtual and/or hybrid instruction and have not had the opportunity to do exciting in-person student and/or professional development programs, as usual. But, teachers have been quite innovative so they can share best practices implemented and the innovative adjustments made during this time to continue to perpetuate student interest in aerospace-related STEM subjects and careers. The TOY program is an excellent vehicle to share, and for the AFA to showcase, many of these innovations which can be translated into future classroom instruction and replicated nationwide.

### PURPOSE of the TOY Program

The purpose of this program is to recognize classroom teachers at the chapter and state levels for their accomplishments and achievements in exciting K-12 students about science, technology, engineering, and math (STEM) and preparing students to use and contribute to tomorrow's technologies. This is a unique opportunity for chapters to recognize and reward outstanding teachers who are furthering excellence in making coming to class an adventure by teaching or integrating aerospace-related STEM topics/programs (whether virtually, hybrid, or in-person).

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### Guidelines and Criteria

Chapters may select one TOY from any grade level for submission to AFA National to receive award components. **If the chapter wishes to recognize more than one Chapter TOY**, they may do so but will need to contact AFA National to purchase additional award components. NOTE: only one \$250 check per chapter will be provided by AFA National for this award.

AFA elected officers, voting board members, employees, and their immediate family members (spouse/children) are not eligible for this recognition.

The program award submission period runs from January 1 to April 30. AEVPs are encouraged to select Chapter TOYs in time to allow for submission of State TOY nomination packages by April 30 (National TOY package by June 30) and in time to recognize Chapter TOYs at their schools before the end of the school year.

The Chapter TOY nomination form below must be completed and attached to the additional information listed below.

The AEVP should have each teacher submit the following to be saved as a pdf and attached to the nomination form:

1. A one-page narrative of the teacher's accomplishments and achievements in support of aerospace-related STEM and the impact of these activities on the students **(conducted during or after class; virtually, hybrid, or in-person)**.
2. A letter of recommendation/support from a school official, principal or higher.
3. Optional three pages of newspaper articles, other documents, and/or photos that include the teacher with students completing aerospace-related STEM activities. \* Ensure students in photos have media release permission for use.

### Award Components:

- \$250 check
- Chapter TOY pin
- Chapter TOY padfolio
- Chapter TOY certificate
- Complimentary Civil Air Patrol Aerospace Education Membership (contact [ae@capnhq.gov](mailto:ae@capnhq.gov) for free membership coupon code)

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# AIR FORCE ASSOCIATION

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**Note for Chapter AEVP:** Fully completed Chapter TOY nomination form (below) and additive associated documents (listed above) should be sent to [education@afa.org](mailto:education@afa.org) at least three weeks prior to Chapter TOY award presentation to give AFA National time to provide award components through mail. Only one Chapter TOY nomination package should then be forwarded to the State AEVP for State TOY consideration by date set by State AEVP. (Should be before the April 30 deadline to give State AEVP time to make selection and submit state winner by the deadline.)

Additional information can be found at the [AFA Teacher of the Year webpage](#) and in Chapter 4 of the [Field Operations Guidebook](#).

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# AIR FORCE ASSOCIATION

## Chapter Aerospace/STEM Teacher of the Year Nomination Form

### Chapter Information

Chapter Name and Charter #: \_\_\_\_\_

Chapter AEVP name & e-mail: \_\_\_\_\_

Number of Chapter TOYs selected: \_\_\_\_\_ Date awards needed by: \_\_\_\_\_

Are the additional TOYs being submitted at the same time?  Yes  No  Not applicable

### Teacher Information

Name (with appropriate prefix title): \_\_\_\_\_

Email: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Subject(s) taught: \_\_\_\_\_ Grade(s) taught: \_\_\_\_\_

Years in current teaching position: \_\_\_\_\_ Total years teaching: \_\_\_\_\_

How the teacher was selected: \_\_\_\_\_

### School Information

School name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Principal: \_\_\_\_\_ Email: \_\_\_\_\_

### Nomination Package Checklist

One-page narrative  Letter of Support  Optional 3 pages of documents

### Chapter President Endorsement

Chapter President: \_\_\_\_\_ Date: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing address: \_\_\_\_\_

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