

MEMORANDUM

TO: State Agency Children School Administrators
FROM: Donna Buckley
DATE: March 6, 2009
RE: Nominations for KECSAC Awards

We need your help! Nominations for support staff, academic teachers, vocational teachers and school administrators are needed. Nominations will be accepted until June 30, 2009 and the awards will be presented at the statewide SACSAA meeting in September 2009.

Nomination forms are enclosed and are to be completed in full to be considered by the selection committee. Individuals are also needed to serve on the selection committee.

Deadline for nominations is June 30, 2009.

Please mail or e-mail your nominations to:

**Ms. Donna Buckley
Hardin County Day Treatment
643 Westport Road
Elizabethtown, KY 42701
Email: donna.buckley@hardin.kyschools.us**

If you have any questions regarding this matter, please contact me at (270) 766-5283 ext. 266. I appreciate your valuable time and assistance with this matter.

**OUTSTANDING SUPPORT STAFF
OF STATE AGENCY CHILDREN**

Deadline: Nominations must be postmarked by June 30, 2009.

Background: This award is intended to honor an outstanding support staff of State Agency Children.

Candidate: The nominee must be currently involved in direct teaching of State Agency Children. Support staff may include but are not limited to: instructional assistant, youth worker, lunchroom worker, custodian, secretary, any member of the treatment team, or any individual who makes a difference in the life of a State Agency Child.

Nomination of: _____

Address: _____

Telephone Number: _____ (Work) _____ (Home)

Person Submitting Nomination: _____

Address: _____

Telephone Number: _____ (Work) _____ (Home)

Information Needed to Complete Nomination:

All information requested on the above nomination form.

Description of the outstanding professional contributions of the nominee.

Vita of nominee

Letter(s) of recommendation. A strong application may include recommendations from supervisors, peers, treatment staff, students, parents or community representatives.

Submit a maximum of three recommendations.

Send nominations to:

Ms. Donna Buckley

Hardin County Day Treatment

643 Westport Road

Elizabethtown, KY 42701

Email: donna.buckley@hardin.kyschools.us

**OUTSTANDING ACADEMIC TEACHER
OF STATE AGENCY CHILDREN**

Deadline: Nominations must be postmarked by June 30, 2009.

Background: This award is intended to honor an outstanding academic teacher of State Agency Children.

Candidate: The nominee must be currently involved in direct teaching of State Agency Children. The nominee should have demonstrated exemplary performance over a period of time as a teacher displaying such qualities as: innovation, imagination, creativity, ability to inspire as indicated by clearly recognized achievements perceived by members of the profession and other knowledgeable of the candidate.

Nomination of: _____

Address: _____

Telephone Number: _____ (Work) _____ (Home)

Person Submitting Nomination: _____

Address: _____

Telephone Number: _____ (Work) _____ (Home)

Information Needed to Complete Nomination:

All information requested on the above nomination form.

Description of the outstanding professional contributions of the nominee.

Vita of nominee

Letter(s) of recommendation. A strong application may include recommendations from supervisors, peers, treatment staff, students, parents or community representatives.

Submit a maximum of three recommendations.

Send nominations to:

Ms. Donna Buckley

Hardin County Day Treatment

643 Westport Road

Elizabethtown, KY 42701

Email: donna.buckley@hardin.kyschools.us

**OUTSTANDING ADMINISTRATOR
OF STATE AGENCY CHILDREN**

Deadline: Nominations must be postmarked by June 30, 2009.

Background: This award is intended to honor an outstanding administrator of State Agency Children. The award is for distinguished leadership and support for State Agency Children in Kentucky.

Candidate: The nominee must have provided outstanding leadership and developed innovative programming for State Agency Children individuals.

Nomination of: _____

Address: _____

Telephone Number: _____ (Work) _____ (Home)

Person Submitting Nomination: _____

Address: _____

Telephone Number: _____ (Work) _____ (Home)

Information Needed to Complete Nomination:

- All information requested on the above nomination form.
- Description of the outstanding professional contributions of the nominee.
- Vita of nominee
- Letter(s) of recommendation. A strong application may include recommendations from supervisors, peers, treatment staff, students, parents or community representatives. Submit a maximum of three recommendations.

Send nominations to:
Ms. Donna Buckley
Hardin County Day Treatment
643 Westport Road
Elizabethtown, KY 42701
Email: donna.buckley@hardin.kyschools.us