



## 2009 Annual Awards Scoring Rubric for District Recognition Committee/Schools

Nominee (or Team) Name: \_\_\_\_\_

School/Department: \_\_\_\_\_

**Nominated for:**  
(check one)

- Certificated Staff Member of the Year
- Classified Staff Member of the Year
- Community Partner/Volunteer of the Year
- Team of the Year
- Leader/Administrator of the Year (*only scored by the Recognition Committee – no school-level recipients. Submit directly to Superintendent's office.*)

Reviewer: \_\_\_\_\_

### Scoring Procedure for District Recognition Committee/Schools

The District Recognition Committee will use the scoring rubric on the reverse to select the districtwide recipients. Schools/Central Services may also choose to use this rubric as part of their scoring process at the site level.

Individuals who are nominated will not participate in the selection process.

If a tie results in any award category when using the scoring rubric, the District Recognition Committee or selection committee at the school/Central Services will complete new rubrics that will be re-scored only for those individuals involved in the tie. Ties need to be resolved in this way because only one recipient or team (for Team of the Year Award) may be selected in each category.

Participants in this process will keep selection information confidential. Decisions will be announced following the school and district timelines.

*See reverse for scoring rubric.*

<b>Total points from Scoring Rubric on reverse:</b> <b>Ranking (if any):</b>
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# Scoring Rubric

Criteria	Max Points	Score	Comments
Excellence in job performance in the position and profession <i>or</i> volunteer role <ul style="list-style-type: none"> <li>• Level/impact of contributions</li> <li>• Motivation</li> <li>• Leader</li> <li>• Creativity/ingenuity</li> </ul>	10		
Successful relationships with students, staff, parents and public <ul style="list-style-type: none"> <li>• Positive encounters/interactions</li> <li>• Role Model</li> <li>• Respected</li> </ul>	10		
Positive impact on students, staff, school and district culture <ul style="list-style-type: none"> <li>• Active engagement in school/district events</li> <li>• Collaborative problem-solver</li> </ul>	10		
Commitment to the district's strategic plan to help all students be ready for college, career and citizenship <ul style="list-style-type: none"> <li>• Support of students in preparation for and in accessing future goals</li> </ul>	10		
Dedication to professional growth and improvement <ul style="list-style-type: none"> <li>• Lifelong learner</li> <li>• Collaborator , leader</li> </ul>	10		
Community engagement or education advocacy work <ul style="list-style-type: none"> <li>• Engagement in community</li> <li>• Advocate for students and their education</li> <li>• Model representative of all district staff or volunteers</li> </ul>	10		
Impact of supporting documentation <ul style="list-style-type: none"> <li>• Creates a comprehensive portrait of the nominee</li> <li>• Cites specific examples</li> </ul>	10		
Collaborative leadership, personalization, curriculum/instruction/ assessment <i>(for Leader/ Administrator of the Year Award only)</i>	10		
Completeness of application <ul style="list-style-type: none"> <li>• Form completed</li> <li>• Supporting documentation</li> <li>• Signatures provided</li> </ul>	5		<b>THIS SECTION TO BE COMPLETED BY DISTRICT SCORING COMMITTEE</b>
<b>TOTAL POINTS:</b>			