

Program of Excellence Awards – General Information



NYSTEEA's **Program of Excellence** award is one of the highest honors given to Technology education classroom teachers at the elementary, middle/junior high and high school levels. It is presented in recognition of outstanding contributions to the profession and their students. The **Program of Excellence** award provides public recognition at the regional and state levels. During NYSTEEA's annual conference, the school is formally introduced to the Awards Ceremony audience and presented an engraved plaque. NYSTEEA has aligned its **Program of Excellence** process with a similar award presented by the International Technology Engineering Education Association. **ITEEA** - Access – www.iteeconnect.org for additional information.

Who is Eligible?

Candidates for the **Program of Excellence** award must be characterized as providing Technology education instruction of high quality, learner centered and relevant to a study of technology.

Mandatory requirements include:

- An educator must nominate elementary, middle/junior and/or high school programs.
- The program teachers must be current NYSTEEA members and have held membership for the preceding year with the New York State Technology Engineering & Education Association. (2 years)
- The teachers must be certified to teach in Technology education, must be full-time Technology education teachers (at least four periods a day), and have been teaching for at least 5 years prior to the nomination.
- The teachers' superiors must concur that they are professionals worthy of being considered of receiving such an award.

Requirements for the Award:

The **Program of Excellence** award is designed to recognize superior Technology Education programs in New York State. These award-winning programs serve as a standard for comparison and models for the development of other programs. Therefore, it is essential that each program selected and recognized reflects contemporary Technology education curriculum and practices. **Program of Excellence** awards are available from elementary, middle/junior high and high school.

Each year NYSTEEA may recognize one **POE** from each of the school levels.

The following are minimum requirements for the NYSTEEA **Program of Excellence** Award:

- 100% percent of the Technology education faculty must be current members of NYSTEEA
- (for at least the past 2 years) at the time the application for the award is submitted.
- The faculty of the program must be appropriately certified and involved in on-going professional development.
- The program must reflect a Technology education philosophy and curriculum structure and it must incorporate contemporary teaching strategies. Additionally, the program must model activities or units of instruction using state and/or national standards.
- The curriculum must have been written or revised within the last five years.

- The program must have the support of the building and district administration.



The Award Application

The **Program of Excellence** award application must be organized using the following five categories. In addition, an application cover sheet, which summarizes the program, must be provided.

Association Memberships

The **Program of Excellence** award is based on the belief that excellent programs are taught by professional Technology education teachers. To document the professional membership commitment of the faculty, applications must contain the following information for **each** Technology education faculty member within the program being reviewed:

- Name and e.mail information.
- Number of years assigned to the school.
- Membership in NYSTEEA including the number of years the membership has been maintained.

Professional Preparation and Development

The Faculty in excellent Technology Education programs are properly prepared and engage in on-going professional development activities as presenters or participants. Document this category by including within this application:

- Education:** A list of the degrees and certification(s) held by each member of the Technology education faculty.
- Conference Attendance:** A list of the annual regional and NYSTEEA conferences each faculty member has attended in the last three years.
- In-service Participation:** A list and description of other professional development activities each faculty member participated in during the last three years.

Philosophy and Curriculum Structure

- Standards:** The documentation should demonstrate how the curriculum addresses the
- New York State Learning Standards*. Provide a statement describing how each course meets those state standards.
- Goals:** A list of the goals for the program and a description of how each is met in the various courses.
- Teaching Strategies:** A list and brief description of the content, activities, and teaching strategies used in each course offered within the program. Describe how problem solving, design, and group activities are incorporated into the lessons.
- Assessment:** Describe the various techniques used to determine student progress and program effectiveness.

- Course Offerings:** Provide a chart or narrative which shows the frequency each course is offered during a year, the faculty member(s) who teach each course, and the approximate number of students who enroll in each course during the past 3 years.

Program Revision

Technology education programs are dynamic and therefore must be constantly revised to insure that students receive contemporary instruction. The application must contain evidence that the curriculum has been written or revised within the last five years.

Program Support

Excellent programs are recognized and supported by people in responsible positions within the school district and community. To document this support of the program, the application must include the following:

- A letter of support from the school principal or curriculum coordinator.
- A letter of support from the school district superintendent or curriculum coordinator.

Selecting the Award Recipient:

For those educators who believe they have a program worthy of recognition, this award application must be submitted to the NYSTEEA awards committee. A selection committee of at least two members must review each application using the above requirements and any additional appropriate criteria. This review must include an on-site visit by one or more of the selection committee members.

Nomination Packets Must Include:

Application Cover Sheet
The Award Application, organized following the five (5) categories
Letters of Support

Nomination Process:

- **December 23** Deadline for nominations sent to the Awards Coordinator – see below for requirements.
- **January 6** A selection committee reviews the nomination forms and selects up to 3 finalists.
- **January 10** Membership status is verified and on site visitations are scheduled with the nominees and their building principals.
- **January 20** On-site visits are completed by a team of NYSTEEA members.
- **February 6** Finalists are notified of their respective status in the award selection process.
- **March/April** Public announcement and awards are presented at the annual conference.

For more Information:

NYSTEEA Awards Coordinator
Joe Fili
189 B Steamboat Road

Great Neck, NY 11024

516.487.0104

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New York State Technology Education Association
Program of Excellence



Application Cover Sheet

Check category: Elementary Middle/Junior High High School

School Program contact person _____ e.mail _____

Name of school: _____

Address: _____

City: _____ State _____ ZIP _____

Phone: () _____

Administrators:

Superintendent _____ e.mail address _____

Principal _____ e.mail address _____

Supervisor _____ e.mail address _____

School District Name: _____

Address: _____

City: _____ State _____ ZIP _____

Type of school Rural Suburban Urban

Enrollment: _____

Technology education enrollment: _____

Percentage: Males: _____ Females: _____

Technology education teachers (list all faculty members and include e.mail addresses **and** NYSTEEA membership renewal date for each teacher).

Use additional pages as necessary.

Describe the facilities (number and types of Technology education laboratories).

Describe the program including how the curriculum reflects the *New York State Learning Standards*.

Nominator's Name and e.mail address _____

NYSTEEA District Vice President _____ *signature*

NYSTEEA Regional President # _____ *signature*

Program of Excellence
Evaluation Sheet



This form (pages 5&6) can be used to summarize the evaluation results of the awards review committee.

Association Memberships

LOW HIGH

1 2 3 4 5

High scores are given to programs that are taught by teachers who are members of their regional, NYSTEEA and International Technology Engineering Education Associations.

Professional Preparation and Development

LOW HIGH

1 2 3 4 5

Education:

High scores are given to programs that are taught by teachers who have appropriate professional preparation and teaching certificates.

1 2 3 4 5

Conference Attendance:

High scores are given to programs that are taught by teachers who regularly attend regional, NYSTEEA, and International Technology Education conferences.

1 2 3 4 5

In-service Participation:

High scores are given to programs that are taught by teachers who regularly participate in professional development activities.

Philosophy and Curriculum Structure

LOW HIGH

1 2 3 4 5

Standards:

High scores are given to programs that are developed using state and/or national standards for Technology education.

1 2 3 4 5

Goals:

High scores are given to programs that use goals that emphasize the general education focus of Technology education and are directly related to state and/or national standards.

1 2 3 4 5

Teaching Strategies:

High scores are given to programs that use a variety of strategies and incorporate problem solving, design, and group activities.

Philosophy and Curriculum Structure – evaluation continued

LOW HIGH

1 2 3 4 5

Effectiveness:

High scores are given to programs that are designed to meet the needs of a diverse population and that attract both male and female students.

1 2 3 4 5

Assessment:

High scores are given to programs that use a variety of techniques to determine student progress and program effectiveness.

Program Revision

1 2 3 4 5

High scores are given to programs that are current as indicated by recent and continuous revision.

Program Support

LOW HIGH

1 2 3 4 5

High scores are given to programs that are strongly supported by the local school district, school administration, and by parents, students, and the community.

Letters of Support

1 2 3 4 5

High scores are given to programs that have at least 3 letters of support for their nomination.

Summary:

- _____ **Association Memberships**
- _____ **Professional Preparation and Development**
- _____ **Philosophy and Curriculum Structure**
- _____ **Program Revision**
- _____ **Program Support**
- _____ **Letters of Support**
- _____ **TOTAL**

Comments:

School District Name _____

