



## Teacher Awards

Honoring Creativity in Teaching

A P P L I C A T I O N



2004



"The positive affects of Disney's Teacher Awards program do not stop with the individual Honoree. The school district, community, and hundreds of students directly benefit from the enthusiasm and opportunities your program creates."

*Disney's Teacher Awards Honoree, 2000*

"As a Disney Honoree, I have learned that great teachers have the energetic exuberance of a kindergartener, the gentle caring compassion of a hospice volunteer and the inspirational wisdom of a prophet and they are able to demonstrate all of these natural abilities in one twenty minute lesson. Being a Disney Honoree feeds your spirit, soothes your soul, rekindles your hopes and illuminates the magic of teaching."

*Disney's Teacher Awards Honoree, 1999*

"The Disney Teacher Awards not only honored me as a teacher, it honored all of the wonderful colleagues at my school, my city and my state. The award brings to the nation's attention "TEACHING as a Profession." I have found the most creative thinkers are among my colleagues in teaching. I hope every school will honor one of their own, by submitting a creative teacher to Disney's Teacher Awards."

*Disney's Teacher Awards Honoree, 2000*



HONORING CREATIVITY IN TEACHING





## Teacher Awards

# O V E R V I E W

Since 1989, Disney has proudly presented DisneyHand Teacher Awards, a salute to outstanding members of the teaching profession that demonstrates our respect for teachers across the country. This award honors representatives of the teaching profession who construct learning environments where students and teachers alike explore, imagine, and engage in a variety of stimulating ideas and experiences.

Research suggests that creative approaches to teaching and learning maximize all students' intellectual potential and their enjoyment of the learning process. DisneyHand Teacher Awards focuses on honoring those teachers whose practices exemplify creativity in teaching and who inspire a joy of learning in their students.

In addition to public recognition, an awards ceremony and monetary honoraria, Disney Teachers participate in a professional development program

focused on helping them to explore and develop their own creative practices and share their expertise and insights with other teachers in their schools and districts. This is an opportunity for professional growth and leadership development that will:

- ◆ expose Honorees to innovative approaches to teaching and learning.
- ◆ enhance Honorees' knowledge bases and approaches to collaboration and teacher learning.
- ◆ create a cadre of teacher leaders who effectively teach and mentor their colleagues.

DisneyHand Teacher Awards—and its focus on teacher support and professional development—are part of DisneyHand, worldwide outreach for The Walt Disney Company and its family of companies (collectively referred to as “Disney”).

# Disney HAND Teacher Awards



## CATEGORY LISTING

Applications should be submitted in one of fifteen categories. An applicant will be evaluated against all other teachers who apply in that same category. Teachers or teams in each of the categories will be selected as DisneyHand Teacher Awards Honorees for 2004.

### Elementary

- Early Childhood (PreK–1)
- Primary (Grades 2–3)
- Intermediate (Grades 4–6)

### Middle School or Junior High

- Humanities
- Math
- Science
- Or Interdisciplinary Team\*

### High School

- Humanities
- Math
- Science
- Or Interdisciplinary Team\*

### Pre-Kindergarten - 12th grade

(Students may fall anywhere in this range. It DOES NOT mean you teach all levels).

- The Arts
- Applied Fields/Other
- Special Needs
- Wellness and Sports

\*Teams apply in age category

## CATEGORY DEFINITIONS

**Elementary**—Early childhood is defined as PreK–1, Primary as grades 2–3 and Intermediate as grades 4–5 or 6. If you teach a combination grade (e.g. 3/4) or if your elementary school goes beyond grade 6, choose the category that is most appropriate for you.

**Humanities**—teachers of disciplines such as: English, Geography, Global Studies, Government, History, Languages, Literature, and Social Studies

**Math**—teachers of disciplines such as: General or Applied Math, Algebra, Calculus, and Trigonometry

**Science**—teachers of disciplines such as: Biology, Chemistry, Physics, Life Science, Earth and Space Science

**The Arts**—teachers of any Performing or Visual Art

**Applied Fields/Other**—teachers of disciplines such as: Technology, Business, Career and Technical Education, Home Economics, Agribusiness, Library Sciences, English

as a Second Language, Elementary Specialists, Gifted Education and Psychology. **This is the category for any teacher team who feels that they don't fit in any other category.**

**Special Needs**—teachers of children with any special needs as defined by your state. Gifted Education is now part of the Applied Fields category

**Wellness and Sports**—teachers of Physical Education, Wellness and Health as well as coaches

**\*Teams**—Up to 3 teachers can apply as one team in any one category; however, *each team member must complete a separate informational data sheet.* If your Team teaches all subjects within your category (Humanities, Math and Sciences), you may apply as an Interdisciplinary Team. Elementary teams should apply within the Elementary category in the age group of your students.

## APPLICATION PROCESS

The application process for DisneyHand Teacher Awards is outlined below:

- ◆ Read the entire application thoroughly.
- ◆ Verify that you meet all **Requirements for Participation** and **Eligibility Criteria**.
- ◆ Review the **Timetable** to ensure your availability for DisneyHand Teacher Awards events and professional development activities.
- ◆ Use **Application Instructions** as a checklist for completing the application.
- ◆ Read and sign the **Teacher's Agreement**. On the back is the **Principal's Agreement**
- ◆ Obtain your principal's signature on the **Principal's Agreement**. *Get this back from your principal.*
- ◆ Complete the **Informational Data** section of the application. If you are applying as a team, each team member should complete and submit this section.
- ◆ Complete the questions in the **Professional Reflection** section of the application. Teams apply as one and should submit one set of answers.
- ◆ Select three individuals (principal/senior administrator, parent/student, colleague) to write a **Letter of Recommendation**. Teams should submit letters written about the team as a whole.
- ◆ Submit all materials in one packet **postmarked** by January 2, 2004.

NOTE: Only applications containing all completed forms will be reviewed by the selection committee.

# Disney HAND

## Teacher Awards



### SELECTION PROCESS

Selection for DisneyHand Teacher Awards is a two-step process: (1) initial selection of 40\* Teacher Awards Honorees; (2) selection of the Outstanding Teacher of the Year.

**Honoree Selection:** A national selection committee carefully reviews all applications to select 40 DisneyHand Teacher Awards Honorees. Selection is based on: (a) the comprehensive answers to the questions in the *Professional Reflection* section; (b) the three *Letters of Recommendation* from individuals familiar with an applicant's teaching; (c) verification of *Requirements for Participation and Eligibility*.

Teachers selected as Honorees will be notified in April 2004, and all other applicants will be notified of the names of the selected Honorees by mail no later than May 1st. All Teacher Awards Honorees participate in final selection activities and the recognition ceremony in Los Angeles in July 2004.

**Outstanding Teacher of the Year Selection:** All 40 DisneyHand Teacher Awards Honorees and the National Selection Committee will select the Outstanding Teacher(s) of the Year during the recognition ceremony in July 2004.

**Selection Committee:** The selection committee is comprised of former DisneyHand Teacher Awards Honorees and representatives from the educational organizations listed below.

- ◆ American Association of School Administrators
- ◆ American Federation of Teachers
- ◆ Association for Supervision and Curriculum Development
- ◆ Council for American Private Education
- ◆ Council of the Great City Schools
- ◆ The Galef Institute
- ◆ National Association of Elementary School Principals
- ◆ National Association of Secondary School Principals
- ◆ National Board for Professional Teaching Standards
- ◆ National Education Association
- ◆ National Middle School Association
- ◆ National PTA
- ◆ Project Zero, Harvard Graduate School of Education

**Disney does not participate in the selection process.**

*Disney reserves the right to cancel DisneyHand Teacher Awards and/or not produce a DisneyHand Teacher Awards recognition and gala in 2004. In addition, if, in the opinion of the selection committee, there are insufficient qualified applicants in a particular category, Disney reserves the right to eliminate that category from the DisneyHand Teacher Awards program in 2004.*

# Disney HAND Teacher Awards



## RECOGNITION

Each DisneyHand Teacher Awards Honoree and a guest will be flown to Los Angeles, CA for several days of celebration culminating with recognition at a gala ceremony. During this ceremony, all teachers are honored. In addition, Disney will work with the media to celebrate each teacher and school.

## HONORARIA

Disney will award cash prizes to the Honorees (and their schools) as follows:

40 Honorees receive \$10,000 each

40 Honorees' schools receive \$5,000 each

1 Outstanding Teacher of the Year receives an additional \$15,000 for a total of \$25,000

Teacher Teams will share each honorarium among their team members. Disney encourages each school to use its honorarium to support professional development.

Honoraria awarded to Honorees and their schools will be payable as follows: one-half of the total honorarium awarded based on participation in the final selection activities and recognition ceremony in July 2004, and the remainder based on participation in the October 2004 professional development institute.

## PROFESSIONAL DEVELOPMENT PROGRAM

Because Disney seeks to enhance its support of creative teaching strategies and teacher leadership development, DisneyHand Teacher Awards includes a unique professional development component (in partnership with the Center for Collaborative Education (CCE) of Boston). The program focuses on helping Honorees to: explore innovative teaching practices; enhance their understanding and facilitation of teacher collaboration and learning; and build networks. To this end, Honorees participate in an online study group, a fall institute, action plan implementation, technical assistance and two weekend follow-up meetings.

A major part of the professional development program is the six-day fall institute in October 2004 in Orlando, FL. The institute provides opportunities for Honorees to refine their own innovative teaching approaches by sharing ideas and experiences and to learn how to engage and lead other teachers in professional development focused on building effective collaborative cultures. The Honorees become a

cadre of teacher leaders bringing tools, materials and resources back to their own schools and districts to share with their colleagues throughout the school year. To enable this, DisneyHand pays CCE to assist each Honoree and principal in designing and implementing an action plan at their school that focuses on increasing professional collaboration.

Principals join the Honorees for 2 days in the fall and are invited to the follow-up meetings. Disney will pay for travel, lodging and training costs for the Honorees and principals to attend the fall institute and follow-up meetings with CCE.

DisneyHand Teacher Awards professional development program works with Honorees and their principals for a year; therefore, we do not honor teachers from the same school until the professional development commitment is completed. If a teacher from your school was honored in 2002–03, you would be eligible to apply in 2005.

# Disney HAND Teacher Awards



## REQUIREMENTS FOR PARTICIPATION

- ◆ Complete Application Packet, including:
  - Informational Data with category designation
  - Professional Reflection responses
  - Letters of Recommendation [3]
  - Teacher's Agreement [read & signed]
  - Principal's Agreement [read & signed]
- ◆ Attendance at all DisneyHand Teacher Awards activities and events, including:
  - Recognition ceremony in Los Angeles June 15–21, 2004
  - Professional Development Institute in Orlando October 17–23, 2004
- ◆ Implementation of professional development plan at Honoree's school

## ELIGIBILITY

- ◆ Applicants must be full-time classroom public or private school teachers of grade levels or subjects from Pre-Kindergarten through 12th grades.
- ◆ Applicants must be teaching full-time when completing the application, during DisneyHand Teachers Awards July recognition events, and during the following academic year (2004–2005).
- ◆ Applicants must be United States citizens or foreign nationals residing in the United States or its territories.
- ◆ Employees of The Walt Disney Company, or its related, affiliated or subsidiary companies, and members of their immediate families, as well as members of the selection committee and of their immediate families, are not eligible.
- ◆ Applicants who have been previously selected as part of Disney's Teacher Awards, the "Disney Channel Salutes The American Teacher" profile series or "The Walt Disney Company Presents The American Teacher Awards" are not eligible.

## TIMETABLE

**January 2, 2004** .....Application deadline (Note: We urge you not to wait until winter break to get Letters of Recommendation back. The deadline will not be extended.)

**February/March, 2004** .....Selection committee reviews the applications and selects 40 Honorees

**By May, 2004** .....All applicants notified of Honoree selection

**June 15–21, 2004** .....Honorees brought to Los Angeles for recognition

**August–September** .....Public nominations for DisneyHand Teacher Awards 2005

**October 17–23, 2004** .....Professional Development Institute for DisneyHand Teacher Awards Honorees and principals or principal's designee (2 days)

**November 2004–May 2005** .....Implementation of a professional development plan in Honorees' schools

ALL DATES (EXCLUDING THE APPLICATION DEADLINE OF JANUARY 2, 2004) ARE TENTATIVE AND SUBJECT TO CHANGE.



## Teacher Awards



### FREQUENTLY ASKED QUESTIONS

- Q:** *Who nominated me? Is this application valid even though my name is spelled incorrectly?*
- A:** Due to legal restrictions, nominations are made anonymously. When you return your application with corrected information, any previously incorrect information will be updated.
- Q:** *I'm a teacher's aide, assistant, or part-time teacher. Do I qualify?*
- A:** No, only full-time teachers are eligible; however, congratulations on your nomination.
- Q:** *I'm not available (i.e. pregnancy, retirement) for one component of the program (recognition ceremony, professional development institute or implementation work in 2004-05). May I still apply?*
- A:** No. Applicants must be available for all events and activities.
- Q:** *What if I'm transferred during the summer or move to another school [state]?*
- A:** If you have this information before applying, please have your future principal complete the *Principal's Agreement* and your current principal write the Letter of Recommendation. Otherwise, have your current principal complete both. Moving or transferring does not disqualify you.
- Q:** *I'm a part-time principal (college professor, etc.). Do I qualify?*
- A:** You qualify if your administrative duties are **in addition to full-time teaching**.
- Q:** *What if my principal is on leave?*
- A:** An administrator with appropriate authority (e.g., superintendent) may sign the *Principal's Agreement*.
- Q:** *What is the difference between a nominee and an Honoree?*
- A:** A nominee is a teacher identified through a public nomination process. Only nominees who *complete the application* **are eligible** for selection as a DisneyHand Teacher Awards Honoree. The national selection committee chooses 3 applicants in each of the 9 categories to be DisneyHand Teacher Awards Honorees.
- Q:** *Which category should I apply in if I'm part of a team?*
- A:** If one team member is nominated, up to three members of the team may apply together in the appropriate subject category, or the nominee may choose to apply individually. If a team teaches several subjects at the Middle or High School level, please apply as an Interdisciplinary Team. A teacher may submit only one application.
- Q:** *I applied last year and was not selected. May I reapply?*
- A:** Yes. Please complete and return this application.
- Q:** *Is there any flexibility in the application deadline?*
- A:** Due to the selection process, we regret that we cannot extend the application deadline. (Past applicants tell us the biggest challenge is getting the Letters of Recommendation back in time.) Please start with these and get them back before completing the application.
- Q:** *When will I hear if I have been selected?*
- A:** All applicants will be notified of Honoree selection by May. Information will be mailed to the address that you provide on this application.
- Q:** *Will Disney use my application information as a way to market and sell materials to me?*
- A:** No, the only use of your information is for the application process in 2004.



# A P P L I C A T I O N

## APPLICATION INSTRUCTIONS

Each nominee must complete the entire application to be considered for DisneyHand Teacher Awards. Please read carefully the preceding sections, the application forms, and these instructions before completing the application materials. **You may wish to make copies of all forms before giving them to people.**

### 1. Informational Data Form

- Type or clearly print your answers. • Limit your answers to the space provided. • Choose only **one** application category.

### 2. Professional Reflection Questions

- Use no more than **two pages** (8 1/2" x 11") to answer each question. Do not staple, paperclip or tape any pages together.  
**[Note: Applications with answers that exceed the page limit will be disqualified.]**
- Use 12-point font and double space your answers.
- Type your name, school, question & page number at the top of each page of each answer. You can type this information in the outer margin.

### 3. Letters of Recommendation

- Identify *immediately* your three letter writers. You must include a letter from each of the following groups: (a) a principal or senior administrator, (b) a current or former student **OR** a parent of a current or former student, (c) a colleague.
- Applications with more than 3 Letters of Recommendation **will be disqualified**.
- Write your name at the top of each Letter of Recommendation form.
- Each letter writer must put the completed form *and* a one-page letter in a sealed envelope, sign his/her name across the seal and **return the envelope to you**. *Please remind people not to mail their letters separately. This can disqualify you.*
- Include all three sealed letters as part of your application packet.

### 4. Teacher's Agreement-Principal's Agreement

- Read carefully and sign the *Teacher's Agreement*.
- After signing your name at the top, give your principal the *Principal's Agreement* form for review and signature (**reverse side of Teacher's Agreement**).
- Include both signed *Agreements* as part of your application packet.

### 5. Team Teachers

- To apply as a team, **each** team teacher should complete and sign a copy of the *Informational Data Form*.
- The *Professional Reflection* questions should be answered *as a team* and *submitted as one application*.
- Include *only one set of recommendation letters* addressing the team as part of the application packet [3 letters total].

### 6. Submitting the Application

- Place all application materials in the enclosed envelope (*Informational Data Form, Professional Reflection answers, Teacher's Agreement-Principal's Agreement, three sealed Letters of Recommendation*). Please use the label provided with your designated ID number. If enclosed envelope or label is missing, use of another is acceptable. *Please retain a copy of the documents* (except recommendations) for your records. No application materials will be returned.
- Application packet must be postmarked no later than **January 2, 2004**. Check with your local post office for the exact time of day for a final postmark.
- Mail the application envelope to:  
**DisneyHand Teacher Awards**  
**P.O. Box 10404**  
**Van Nuys, CA 91410-0404**

### IMPORTANT REMINDERS

- **Do not submit additional material** (e.g. cover letters, resumes, videos, or student work examples). Superfluous materials will not be used in the selection process and will be discarded.
- **Submit all required information and materials in one package.** Do not staple, paperclip or tape any papers.
- **Only one application per teacher/team will be accepted each year.**
- **Choose only one application category.** Applicants indicating more than one category or no category are disqualified.
- **Your application must arrive by regular mail.** Applications that arrive by certified mail, Federal Express, United Parcel Service, and other similar services will not be accepted.
- **No application materials will be returned to applicants.**
- **Requests for a deadline extension will not be accepted under any circumstances.**
- **Applicants will receive a postcard verifying receipt of application after January 31<sup>st</sup>.** Due to the large number of applications, it is impossible to check the status of an individual application.

### Teacher Awards

#### DISNEYHAND TEACHER AWARDS APPLICATION: INFORMATIONAL DATA FORM

**Important Note: Please limit your answers to the space provided.**

1. Name (MR., MISS, MRS., MS., DR.).....

2. Home address:

Street .....

City.....State.....Zip Code.....

Telephone ( ) .....Fax ( ).....

Email.....

3. School at which you currently teach: .....

Street .....

City.....State.....Zip Code.....

Email.....

#### 4A. CATEGORY SELECTION: (Use information on page 2 to help you.)

Select *one* category in which you wish to be considered by checking the appropriate box. The selection committee will evaluate your application against all others in that category. You may qualify in more than one category or may hold several certifications; however, you must select only one category in which to apply. **Selection of more than one category will disqualify the application.**

| Elementary  | Middle School or Junior High                    | High School                                     | Kindergarten through 12 <sup>th</sup> grade   |
|---|---|---|---|
| <input type="checkbox"/> Early Childhood (PreK-1)       | <input type="checkbox"/> Humanities             | <input type="checkbox"/> Humanities             | <input type="checkbox"/> The Arts             |
| <input type="checkbox"/> Primary (Grades 2-3)           | <input type="checkbox"/> Math                   | <input type="checkbox"/> Math                   | <input type="checkbox"/> Applied Fields/Other |
| <input type="checkbox"/> Intermediate (Grades 4-5 or 6) | <input type="checkbox"/> Science                | <input type="checkbox"/> Science                | <input type="checkbox"/> Special Needs        |
|   | <input type="checkbox"/> Interdisciplinary Team | <input type="checkbox"/> Interdisciplinary Team | <input type="checkbox"/> Wellness and Sports  |

4B. Grade Level/Subjects or Special Exceptionality (explain): .....

.....

.....

.....

.....

5A. Years of Teaching Experience ..... 5B. Team Application: Years on Current Team .....

#### Class Information

6. Average Class Size..... 7. Classes Taught per Day (where applicable) .....

**Please check one of the responses below:**

If the Selection Committee feels after reading my application that it is more suitable in a category other than the one I selected, I am willing to have my application moved into that category. ☐ Yes ☐ No

#### DISNEYHAND TEACHER AWARDS APPLICATION: INFORMATIONAL DATA FORM

Name .....

#### 8-9 School Information

8. Type of School AND 9. Number of Students

- ☐ Elementary .....
- ☐ Middle/Junior High .....
- ☐ High School .....
- ☐ PreK-8 .....
- ☐ PreK-12 .....
- ☐ Other (please specify) .....

#### 10-12. School Characteristics (CHECK ONE IN EACH SECTION)

| 10. Where Your School Is  | 11. Type of School   | 12. Type of Classroom  |
|---|--|--|
| <input type="checkbox"/> Large City<br><input type="checkbox"/> Medium-Small City<br><input type="checkbox"/> Inner City<br><input type="checkbox"/> Suburban | <input type="checkbox"/> Public<br><input type="checkbox"/> Private<br><input type="checkbox"/> Parochial<br><input type="checkbox"/> Other (please specify) ..... | <input type="checkbox"/> Self-contained<br><input type="checkbox"/> Inclusion<br><input type="checkbox"/> Teams<br><input type="checkbox"/> Resource Room<br><input type="checkbox"/> Other (please specify) ..... |

13. Approximately what percentage of your school's population qualified for free and reduced lunch .....%

14. Total number of students transferred in and out of your school in 2002-2003. (If known by your principal)

...../.....  
 Transfers in + out/Total students in school

15. Approximately what percentage of your school's population speaks English as a second language? .....%

| 16. Educational Background        |          |        |                   |       |
|-----------------------------------|----------|--------|-------------------|-------|
| Universities or Colleges Attended | Location | Degree | Field(s) of Study | Dates |
|                                   |          |        |                   |       |

17. Principal's Name (Mrs., Miss, Ms., Mr., Dr.).....

Telephone (     ) ..... School Fax (     ) .....

Email.....

18. Superintendent's Name (Mrs., Miss, Ms., Mr., Dr.) .....

School District .....

Street Address .....

City ..... State .....

Zip Code .....

Telephone (     ) ..... Email .....

Please don't staple, paperclip, dog-ear, or tape any of your application together. Applications received in this manner are disqualified.

## PROFESSIONAL REFLECTION

The questions below are designed to give you the opportunity to talk with us about your work as a teacher/team. Read through all the questions. Please share those insights and stories that you feel will help us better get to know you and your teaching style.

## DIRECTIONS

- Use no more than **two pages** (8 1/2" x 11") per question (except as noted for Teaching Teams in Question 4).  
**Answers that exceed the page limit will disqualify your application.** Do not staple, paperclip or tape pages together.
- Use 12-point font and double-space your answers with one-inch margins.
- Type your name, school, question number and page number at the top of each page of each answer. [see example on reverse]

Question 1

What makes your classroom practice and environment innovative and unique? Give examples of how your classroom reflects your deeply held beliefs about learning and daily practice. Talk about how your teaching is shaped by the background and experiences your students bring with them to your classroom.

Question 2

How do you get students involved and interested in the topics you teach? Give examples of how your classroom instruction and environment promote student engagement, ownership and understanding. What evidence of achievement do you use to know your students are experiencing success?

Question 3**All categories except if applying as a team**

Describe a time when you collaborated with others to engage students in learning. Explain how the collaboration that you used improved student success.

**If applying as a team, use this as question 3**

Briefly describe your team teaching situation—the number of students, as well as the number of contact hours per week with students and with team members. Describe the strategies and planning processes your team uses to create an innovative approach to team teaching. Explain how this approach has improved both your teaching **and** the students' learning.

Question 4

Tell us about a moment or event (possibly more than one) in your teaching career that left an enduring impression on you, and discuss how it has shaped you as a teacher. (For Team applications, *each* team member should submit a *one-page* answer.)

*[Example on Back]*



**Example**

Name .....School .....

Question # .....Page # .....

Please do not rewrite the question.

*1" Margin*

*1" Margin*

*1" Margin*

2004



## Teacher Awards

### TEACHER'S AGREEMENT

The selection of DisneyHand Teacher Awards Honorees marks the first step in creating a community of teachers who are committed to sharing their expertise and knowledge with colleagues. During October 2004, Disney will host and pay for a six-day professional development institute for the Honorees, designed and delivered by the Center for Collaborative Education (CCE) of Boston. Honorees will explore innovative approaches to teaching and learning while sharing their own best practices with each other. They also will learn and practice strategies that allow them to collaborate with and mentor colleagues. This will enable the Honorees to facilitate local professional development opportunities in their schools/districts.

*I certify that if selected as one of the DisneyHand Teacher Awards Honorees, I will:*

- ◆ participate in all activities related to the recognition events June 15-21, 2004
- ◆ participate in the professional development institute October 17-23, 2004
- ◆ collaborate with the appropriate administrator and a member of the Center for Collaborative Education staff to develop a professional development implementation plan, tailored to my school and/or district
- ◆ help implement this plan to engage my school and/or district colleagues in professional development opportunities

***I further certify that I am the sole author of the answers to the written questions and that all of the statements made in this application are true, complete, and correct to the best of my knowledge.***

*I hereby irrevocably grant to The Walt Disney Company and its related, subsidiary and affiliated companies, to any third party that they may authorize, and to their respective successors, assigns, licensees, employees and agents, the following rights to and in connection with the production, exhibition, distribution, advertising, promotion, publicizing (through the press or other media) or other exploitation of "DisneyHand Teacher Awards" or of other charitable educational endeavors, in perpetuity throughout the universe, in all now known and hereafter devised media, including but not limited to book publication and magazine articles, and in any language: (a) to use this application or any excerpts therefrom (including lesson plans, curriculum units and ideas, and excluding only letters of recommendation); (b) to televise, photograph, film, tape or otherwise record me or my voice; and (c) to use my name, physical likeness or voice.*

*I understand that if I am selected as a DisneyHand Teacher Awards Honoree, any honoraria awarded to me and my school will be payable only as follows: one-half of the total honoraria awarded to me and my school based on my participation in the recognition ceremony in June 2004, and the remainder based on my participation in the October 2004 professional development institute.*

*I agree to abide by all the terms of eligibility and requirements of participation if I am selected as a DisneyHand Teacher Awards Honoree.*

Signature .....

Printed Name .....Date .....

TEACHER'S AGREEMENT

# 2004



## Teacher Awards

### PRINCIPAL'S AGREEMENT

Applicant's Name .....

In order for the teacher named above to apply for DisneyHand Teacher Awards, there are several items that require your approval and signature. If selected as one of 40 Honorees, this teacher may be videotaped in his/her classroom and school. We view this as a chance to show the public what a great school you have. Every attempt will be made to minimize disruption to the school routine.

The teacher and a guest will be flown to Los Angeles for a week of recognition and celebration, June 15–21, 2004. Furthermore, as part of their participation, DisneyHand Teacher Awards Honorees will attend a customized professional development institute October 17–23, 2004 and will work with colleagues in their schools. Principals or their designee attend for two days in October as well as two follow-up weekends in February and July for additional work with colleagues and the Center of Collaborative Education of Boston. This helps ensure that the professional development skills can be taught to others within the school/district. Some of these may require the teacher to be gone from the classroom for professional development. Every effort is made to minimize the time away from school.

If this teacher is selected as an Honoree, the school will be awarded an honorarium of \$5,000—with the possibility of an additional \$5,000 (\$10,000 total) if this teacher is named the Outstanding Teacher of the Year—payable only as follows: one-half of the total honorarium awarded to the school based on the Honoree's participation in the recognition activities in July 2004, and the remainder based on the Honoree's participation in the October 2004 professional development institute.

Your prompt completion of this agreement is requested; the applicant can neither complete the application nor be considered for selection without your completed and signed agreement. In many cases, you also may be asked by the applicant to complete a letter of recommendation.

In the event this individual is selected as a DisneyHand Teacher Awards Honoree, I agree to:

- ◆ Release time, if applicable, for the Honoree for participation in the recognition events in late June. (DisneyHand will fund travel and related expenses for each Honoree and a guest).
- ◆ The Honoree's participation in a six-day professional development institute designed, delivered and evaluated by educational experts and practitioners in October 2004. The Principal or a designee participates in two days of this professional development. (DisneyHand will pay for travel, lodging and training costs for the Honoree and principal/designee).
- ◆ Developing a plan in collaboration with the Honoree to facilitate professional development opportunities in my school or district during the school year that will best capitalize on the Honoree's expertise and training as well as fit into district and building goals. Depending on my local school/district professional development program, I understand and agree that some additional release time during the following year may be needed (February and July).
- ◆ Possible filming by film crews for part of a day in the school and classroom of the Honoree for recognition events in accordance with your school district's policy.

**I certify that I have read and agree to the above statements.**

Signature and Title ..... Date .....

School .....

Address .....

City ..... State ..... Zip Code .....

Office Telephone (     ) ..... E-mail .....

Please return this form to the teacher **UNSEALED** as soon as possible so that he/she can submit this form and other pieces with his/her application in one complete package before January 2, 2004.

PRINCIPAL'S AGREEMENT

# 2004



## Teacher Awards

### LETTER OF RECOMMENDATION: PRINCIPAL OR SENIOR ADMINISTRATOR

Applicant's Name .....

DisneyHand Teacher Awards annually honors extraordinary teachers by giving them the recognition they truly deserve but rarely receive. These teachers find creative ways to stimulate curiosity, engage the imagination and pass the joy of learning on to each of their students. To this end, DisneyHand Teacher Awards will select and honor a broad range of teachers who exemplify creative, innovative approaches to teaching that serve as models for the school community. In addition, the program includes a professional development component that should benefit not only the selected Honorees, but also the schools and districts where they teach.

The person named above has been nominated and is submitting an application to be considered as a DisneyHand Teacher Awards Honoree. You are an important part of the selection process, and your assessment of the teacher's skill and ability is critical. **In your view, how does this teacher's classroom or lessons differ from other teachers' lessons? How do students in this teacher's classroom perform in comparison to other students at the same grade level?**

Writing a letter of recommendation is rarely an easy task, especially when space is limited, but it is a very important part of the selection process. The questions above are intended as a framework for your recommendation; however, you may include additional comments about this person. Thank you in advance for taking the time to write a letter of recommendation.

#### DIRECTIONS

- *Return this form and your one-page letter of recommendation to the applicant in a sealed envelope with your signature across the seal **well in advance of the January 2, 2004 deadline.** Do not staple, paperclip or tape the form and your letter together.*
- *If you plan to go out of town over the winter break, please see that the teacher gets this before you leave.*
- Use no more than one page (8 1/2" x 11"). If a letter exceeds one page, only the first page will be used for judging.
- Use 12-point font and double space your letter with one-inch margins.
- Use school letterhead if available.
- Letters will not be returned to the applicant following the selection process.

Thank you for your time and cooperation.

Name .....

Title ..... Length of time you have known the applicant .....

School or District .....

Address .....

City ..... State ..... Zip Code .....

Office Telephone (     ) ..... E-mail .....

Your Signature .....

**Please return this form and your letter to the teacher in his/her SEALED envelope as soon as possible** so that the he/she can submit this form, and your letter and other pieces with their application in one complete package in advance of the January 2, 2004 deadline. If you plan to be out of town over winter break, please return to the teacher before leaving town. No staples, paperclips, dog-ear folds or tape please.

ADMINISTRATOR



# 2004



## LETTER OF RECOMMENDATION: PARENT AND/OR STUDENT

Applicant's Name .....

DisneyHand Teacher Awards annually honors extraordinary teachers by giving them the recognition they truly deserve but rarely receive. These teachers find creative ways to stimulate curiosity, engage the imagination and pass the joy of learning on to each of their students. To this end, DisneyHand Teacher Awards will select and honor teachers who exemplify innovative approaches to teaching that serve as models for the school community.

The person named above has been nominated and is submitting an application to be considered as a DisneyHand Teacher Awards Honoree. A selection committee will review the application and letters of recommendation. This teacher has selected you to write a recommendation because of a belief that you are familiar with his/her teaching and ability to inspire a joy of learning in students. As an important part of the selection process, you also can provide stories and examples that showcase this teacher's work when writing this letter.

**When you are in this teacher's classroom (and/or based on what your child shares/shared with you), what happens that makes learning seem interesting and exciting? How do you see that an individual student's talents and interests are/were incorporated into this teacher's classroom? You should describe a particular lesson or activity that engaged you or your child in the learning process.**

Writing a letter of recommendation is rarely an easy task, especially when space is limited, but it is a very important part of the selection process. The questions above are intended as a framework for your recommendation; however, you may include additional comments about this person. Thank you in advance for taking the time to write a letter of recommendation.

### DIRECTIONS

- Return this form and your **one-page letter** of recommendation **to the applicant** in a sealed envelope with your signature across the seal **before the January 2, 2004 deadline**. Do not staple, paperclip or tape the form and your letter together.
- *If you plan to go out of town over the winter break, please see that the teacher gets this before you leave.*
- Use no more than one page (8 1/2" x 11"). If a letter exceeds one page, only the first page will be used for judging.
- Use 12-point font and double space your letter with one-inch margins.
- Letters will not be returned to the applicant following the selection process.

Name.....Length of time you have known the applicant.....

Current Student ☐      Former Student ☐      Parent of Current Student ☐      Parent of Former Student ☐

Address.....

City.....State.....Zip Code.....

Home Telephone (    ).....Work or School Telephone (    ).....

E-mail .....

Your Signature .....

**Please return this form and your letter to the teacher in his/her SEALED envelope as soon as possible** so that the he/she can submit this form, and your letter and other pieces with their application in one complete package in advance of the January 2, 2004 deadline. If you plan to be out of town over winter break, please return to the teacher before leaving town. No staples, paperclips, dog-ear folds or tape please.

PARENT/STUDENT

# 2004



## LETTER OF RECOMMENDATION: COLLEAGUE

(Individual should be familiar with the teaching methodology and style of the applicant)

Applicant's Name .....

DisneyHand Teacher Awards annually honors extraordinary teachers by giving them the recognition they truly deserve but rarely receive. These teachers find creative ways to stimulate curiosity, engage the imagination and pass the joy of learning on to each of their students. To this end, DisneyHand Teacher Awards will select and honor a broad range of teachers who exemplify creative, innovative approaches to teaching that serve as models for the school community. In addition, the DisneyHand Teacher Awards program includes a professional development component that should benefit not only the selected Honorees, but also the schools and districts where they teach.

The person named above has been nominated and is submitting an application to be considered as a DisneyHand Teacher Awards Honoree. This teacher has selected you to write a recommendation because of a belief that you are familiar with his/her teaching and ability to inspire a joy of learning in students. As an important part of the selection process, you also can provide stories and examples that showcase this teacher's work when writing this letter. **Please comment on how this person collaborates with others in teaching and learning.**

Writing a letter of recommendation is rarely an easy task, especially when space is limited, but it is a very important part of the selection process. The question above is intended as a framework for your recommendation; however, you may include additional comments about this person. Thank you in advance for taking the time to write a letter of recommendation.

### DIRECTIONS

- Return this form and your one-page letter of recommendation **to the applicant** in a sealed envelope with your signature across the seal **before the January 2, 2004 deadline**. Do not staple, paperclip or tape the form and your letter together.
- *If you plan to go out of town over the winter break, please see that the teacher gets this before you leave.*
- Use no more than one page (8 1/2" x 11"). If a letter exceeds one page, only the first page will be used for judging.
- Use 12-point font and double space your letter with one-inch margins.
- Use school district letterhead if available.
- Letters will not be returned to the applicant following the selection process.

Thank you for your time and cooperation.

Name .....

Title.....Length of time you have known the applicant .....

School or District .....

Address.....

City.....State.....Zip Code.....

Your Signature.....

Please provide one of the following in case there is a question about the teacher.

Home Telephone (     ).....Work or School Telephone (     ).....

Email.....

**Please return this form and your letter to the teacher in his/her SEALED envelope as soon as possible** so that the he/she can submit this form, and your letter and other pieces with their application in one complete package in advance of the January 2, 2004 deadline. If you plan to be out of town over winter break, please return to the teacher before leaving town. No staples, paperclips, dog-ear folds or tape please.

COLLEAGUE



Worldwide Outreach for The Walt Disney Company

Dedicated to making the dreams of families and children a reality through public service initiatives, community outreach and volunteerism in the areas of learning, compassion, the arts and the environment. For more information on all of our programs, please visit [www.disneyhand.com](http://www.disneyhand.com).



### Show Your Character, Share Your Heart

Weekly, Disney VolunteARS work with students in local elementary schools to help improve their reading.

Last year, Disney VolunteARS around the world participated in 1,044 projects and programs and contributed 370,898 community service hours, filling 63,439 volunteer opportunities.

### Wish Granting

Disney believes in making dreams come true, and most especially when it comes to granting the wish of a child facing a life-threatening illness. Through our Compassion programs and by partnering with organizations that serve children facing significant medical challenges, Disney helps fulfill the wishes of over 6,000 children and their families yearly and brings magic to over 500,000 children in hospitals each year.



### Teacher Appreciation

Disney continues to honor teachers through our Teacher Appreciation kits designed in conjunction with National Middle Schools. The kit is filled with banners, balloons, ideas to celebrate teachers, and an inspiring video saluting the work that teachers do. In 2003, kits were sent to every public and private Middle School in the United States, and they will be part of a Back-To-School Kit going to all elementary schools.

### Learning

DisneyHand's **Reading Together** program is an initiative aimed at supporting parents and caregivers in reading with their children. In 2003, the Walt Disney Company donated one million books to the First Book National Book Bank, to be distributed to children in need. In addition, the DisneyHand Reading Together with Belle tour promoted the importance of reading to children around the country.





**Teacher Awards**  
Honoring Creativity in Teaching

500 South Buena Vista Street, Burbank, California 91521-0893  
phone 1-877-282-8322 • [www.disneyhand.com](http://www.disneyhand.com)