



Wyoming Department of Education

Cindy Hill, Superintendent of Public Instruction
Hathaway Building, 2nd Floor, 2300 Capitol Avenue
Cheyenne WY 82002-0050

Phone: 307-777-7675 Fax: 307-777-6234 Website: edu.wyoming.gov

MEMORANDUM NO. 2012-050

TO: School District Superintendents

FROM: Cindy Hill, State Superintendent of Public Instruction

DATE: March 19, 2012

SUBJECT: 2013 Wyoming Teacher of the Year Application Process

PLEASE SHARE

The selection process for the **2013 Wyoming Teacher of the Year (WTOY)** begins with the availability of the application packet. You will find the forms and instructions at the following link http://edu.wyoming.gov/Programs/teacher_of_the_year.aspx on the Wyoming Department of Education website <http://edu.wyoming.gov>.

The 2013 Wyoming Teacher of the Year Program will continue to present the following monetary awards:

To each 2013 Wyoming District Teacher of the Year	\$1,000.00
To the 2013 Wyoming Teacher of the Year, an additional	\$5,000.00

The application includes teaching philosophies, education achievements, etc.; therefore, the applicant must complete his/her own application and submit it to the District Committee.

1. Each candidate will submit an application containing: biographical professional information, responses to essay questions on various issues facing education and letters of endorsement to his/her district superintendent's office.
2. Each District Teacher of the Year Committee will determine the applicant to represent its district.
3. The District Committee will forward one (1) submission sheet, an original application and six (6) copies with the necessary signatures of its selection to the State Teacher of the Year Program Coordinator.
4. A Selection Committee comprised of Wyoming Department of Education staff will review the District Teacher of the Year applications and determine the first round of finalists.
5. The District Teacher of the Year applications will be reviewed to determine the top candidates who will be observed teaching and interviewed in person.

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6. The 2013 Wyoming Teacher of the Year will be announced at a special event in the fall of 2012.
7. Wyoming's Teacher of the Year automatically becomes the nominee for the National Teacher of the Year.

The entire application package must be received at the following address by the close of business on **Friday, June 1, 2012**:

Wyoming Department of Education
Brian Ross, State Teacher of the Year Program Coordinator
Hathaway Building, 2nd Floor
2300 Capitol Avenue
Cheyenne WY 82002-0050

Do not hesitate to contact Brian Ross at (307) 777-3320, or brian.ross@wyo.gov, if you have any questions concerning the application procedure.

CH:br