



Advocating for Multilingual and Multicultural Education

October 3, 2021

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2020-2021**

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P.O. Box 667291
Houston, TX 77266
www.haabe.org

TO: Bilingual/ESL Department Director
FROM: HAABE President
RE: 2021-2022 HAABE Bilingual and ESL Teacher of the Year

Dear Bilingual/ESL Department Director:

The Houston Area Association for Bilingual Education (HAABE) would like to invite your district to participate in the annual HAABE Teacher of the Year (TOY) Banquet. Each year, HAABE recognizes outstanding bilingual and ESL educators from Houston and its surrounding areas and we look forward to your district's active participation.

The following packet will provide you with more details and a timeline of the Nomination and Competition Guidelines. If you have any questions, please contact the HAABE TOY Co-Chair Linnaea Funk Morales or Anna-Lisa Anguiano at haabetoycommittee@gmail.com (include TOY on the subject line) Please note that your district's TOY representative will need to confirm your district's participation by **November 18, 2021**.

Districts' TOY finalists will be publicly acknowledged and honored during the annual HAABE TOY Banquet on **Saturday, April 30, 2022 at 11:00 am** at the Hilton Hotel University of Houston. Family members and school representatives are encouraged to attend the ceremony. Tickets will be available for purchase at www.haabe.org starting on **January 10, 2022**. If you have any questions regarding registration and purchase tickets for the event, please contact HAABE TOY Co-Chairs, Linnaea Funk Morales or Anna-Lisa Anguiano at haabetoycommittee@gmail.com (include TICKETS on the subject line).

I would like to thank you in advance for your participation and support towards HAABE and look forward to seeing you and your teachers at the 2022 TOY Banquet.

Best regards,

Anna-Lisa Anguiano
HAABE President haabepresident@gmail.com



2021-2022 HAABE Bilingual/ESL Teachers of the Year (TOY)

I. Nomination and Competition Guidelines

1. TOY nominees should be selected regardless of age, gender, race or ethnicity, national origin, handicapping conditions, or religion.
2. The selection must be based on evidence of outstanding instruction in Bilingual or ESL education.
3. Nominees must meet **all** HAABE Teacher of the Year requirements/qualifications to be considered for the awards.
4. School district TOY finalists must be or will need to become HAABE/TABE members to go further in the competition.

DISTRICT LEVEL COMPETITION

1. Participating school districts will select a TOY representative as the contact person for the Bilingual/ESL TOY process.
2. The district TOY representative will notify their campuses about HAABE TOY competition guidelines.
3. The district TOY representative will notify the district's participation to HAABE TOY Chair, Linnaea Funk Morales at haabetoycommittee@gmail.com (include TOY on the subject line) by **November 18, 2021**.
4. Each district TOY representative may use any method he/she chooses for selecting the candidates for these awards as long as the process is fair and impartial. The district TOY representative is welcome to use the HAABE application packet to select the district's finalists if he/she does not want to use his/her own.
5. TOY finalists will need to fulfill all the competition requirements and submit the complete HAABE packet as outlined below.
6. Each district will select three finalists: a Bilingual TOY, an ESL Elementary TOY, and an ESL Secondary TOY.
7. The district TOY representative will email the TOY finalists' names to HAABE TOY Co-Chair, Linnaea Funk Morales at haabetoycommittee@gmail.com (include TOY on the subject line) by **February 11, 2022**. A Google link will be provided to the HAABE District finalists. The school district TOY representative will be responsible for sharing the portfolio submission Google link with the district winner(s). Please note that all items must be submitted via the Google link and entries should strictly adhere to the stipulated guidelines. HAABE will no longer accept binder portfolio submissions.



8. District TOY finalists should be current members of HAABE and TABE. If they are not current members, they need to join HAABE and TABE at the time their portfolios are submitted for consideration.
9. School district TOY representative promotes and coordinates the purchase of banquet tickets. To purchase tickets, go to the website: www.haabe.org

HAABE LEVEL COMPETITION

1. HAABE TOY Selection Committee reviews districts' finalist portfolios and selects the HAABE Bilingual TOY, ESL Elementary TOY, and ESL Secondary TOY.
2. HAABE winners will be announced at the TOY Banquet on Saturday, **April 30, 2022**.

II. Qualifications

BILINGUAL TEACHER OF THE YEAR

Nominee must meet the following qualification requirements:

1. Be in a full-time bilingual teaching position at the elementary/intermediate level in a Texas Education Agency (TEA) approved bilingual education program at the time of the award.
2. Be certified or endorsed as a bilingual educator by TEA.
3. Be a full time Texas bilingual education teacher for at least three consecutive years prior to the 2021-2022 HAABE Teacher of the Year Banquet, and be actively engaged in full-time teaching in a Bilingual classroom at the time of the nomination.
4. Be recognized by the school district as an outstanding teacher in all professional areas.
5. Provide letters indicating that the nominee is respected and admired by administrators, parents, and colleagues.
6. Exhibit distinguished leadership service to the profession and the community.
7. Be a current member of HAABE and TABE. If the bilingual TOY is not a current member, he/she needs to join HAABE and TABE at the time his/her portfolio is submitted for consideration.
8. If the HAABE TOY winner is selected as the TABE Bilingual Teacher of the Year, he/she will need to be a NABE member to compete nationwide.

ESL ELEMENTARY TEACHER OF THE YEAR (For local competition ONLY)

Nominee must meet the following qualification requirements:

1. Be in a full-time ESL teaching position at the elementary level (PreK-5) in a Texas Education Agency (TEA) approved program at the time of the award.

*April 30, 2022 * Hilton Hotel University of Houston 4450 University Drive, Houston, TX 77204 * 11:00 am*

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2. ESL elementary teacher for at least three consecutive years prior to the 2021-2022 HAABE Teacher of the Year Banquet and be actively engaged in full-time teaching in an ESL classroom at the time of the nomination. Teachers working in a dual language program as the English teacher in a team-teaching arrangement will be considered for this award.
3. Be a certified or endorsed in bilingual or ESL educator by TEA.
4. Be recognized by the school district as an outstanding teacher in all professional areas.
5. Provide letters indicating that the nominee is respected and admired by students, parents, and colleagues.
6. Exhibit distinguished leadership service to the profession and the community.
7. Be a current member of HAABE and TABE. If the ESL Elementary TOY is not a current member, he/she needs to join HAABE and TABE at the time his/her portfolio is submitted for consideration.

ESL SECONDARY TEACHER OF THE YEAR

Nominee must meet the following qualification requirements:

1. Full-time bilingual or ESL teacher at the secondary level (6-12) in a TEA-approved Bilingual or ESL program.
2. Texas Bilingual or ESL secondary teacher for at least three consecutive years prior to the 2021-2022 HAABE Teacher of the Year Banquet and be actively engaged in full-time teaching in an ESL classroom at the time of the nomination. Teachers working in a pull-out arrangement are not considered for this award.
3. Be recognized by the school district as an outstanding teacher in all professional areas.
4. Provide letters indicating that the nominee is respected and admired by students, parents, and colleagues.
5. Exhibit distinguished leadership service to the profession and the community.
6. Be a current member of HAABE and TABE. If the ESL Secondary TOY is not a current member, he/she needs to join HAABE and TABE at the time his/her portfolio is submitted for consideration.
7. If the HAABE TOY winner is selected as the TABE Bilingual Teacher of the Year, he/she will need to be a NABE member to compete nationwide.

District TOY finalists must be HAABE/TABE member form is available at:

<http://www.haabe.org/membership.html>

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2021-2022 HAABE Bilingual/ESL Teacher of the Year (TOY)

III. HAABE TOY Timeline

- October 2021** School districts receive an invitation to participate in the HAABE TOY competition and start planning the district's TOY selection process. Teacher of the Year Packet posted on <http://www.haabe.org/forms.html>
- November 18, 2021** School districts confirm their participation in the HAABE TOY competition by email to HAABE TOY Chair Linnaea Funk Morales at haabetoycommittee@gmail.com (include TOY on the subject line) by **November 18, 2021**.
- January 10, 2022** Individual TOY Banquet tickets will be available for online order at www.haabe.org. Reservation will be confirmed when payment is received. Tickets will be \$80 if purchased March 12 - April 15. You can take advantage of the \$65 early bird special if tickets are purchased between January 10 - March 11. Please note that tickets will be sold on a first come, first served basis until the event is sold out. All ticket sales are final. If payment will be mailed, it must be postmarked by March 25, 2022. Please mail your completed online ticket form with your check to P.O. Box 667291, Houston, TX 77266. Last day to pay for tickets using the online payment will be April 15 . No exceptions will be made.
- February 11, 2022** The district TOY representative will email the TOY finalists' names to HAABE TOY Chair, Linnaea Funk Morales at haabetoycommittee@gmail.com (include TOY on the subject line) by **February 11, 2022**.
- March 11, 2022** School district TOY winners submit their TOY portfolio via the Google link sent to them by their HAABE district TOY representative on or before **March 11, 2022**. Please note that all items must be submitted via the Google link and entries should strictly adhere to the stipulated guidelines. HAABE will no longer accept binder portfolio submissions.
- March 15, 2022** Last day to purchase **\$65 early bird special** tickets.
- March 25, 2022** Last day to purchase tickets by check (must be postmarked by March 25).
- April 15, 2022** Last day to purchase tickets online.
- April 30, 2022** HAABE Bilingual/ESL Teacher of the Year Banquet. Banquet will be held at 11am at Hilton at University of Houston.

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IV. Application Packet

A. Data Sheet

Complete all information on [this Google Form](https://forms.gle/n2UtfRsy7AjqGxF26) (<https://forms.gle/n2UtfRsy7AjqGxF26>). You may only submit the Google Form once, but you can edit your submission **until March 11, 2022**.

Nominee's name: _____

Please check one: _____ Bilingual Teacher

_____ ESL Elementary Teacher _____ ESL Secondary Teacher

Please check all that apply:

I am a member of _____ HAABE _____ TABE _____ NABE

BASIC INFORMATION

Home Address: _____

City, State, Zip: _____

Home Telephone: _____

E-mail: _____

PROFESSIONAL INFORMATION

School District: _____

Campus: _____ Campus Address: _____

City, State, Zip: _____

Campus Telephone: _____

Fax Number: _____

Grade Level/Assignment/Position: _____

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Yrs. experience current position: _____ Yrs. in district: _____ Total yrs. in education: _____

Principal's name: _____

B. Biographical Profile (10 points)

Nominee's name: _____

Please check one: _____ Bilingual Teacher

_____ ESL Elementary Teacher _____ ESL Secondary Teacher

1. Academic Background: Include all colleges and universities attended (starting with the last institution attended).

College/University	Degree	Major	Date

2. Teacher Certification: List all certifications and endorsements that appear on your teacher certificate.

1.		4.	
2.		5.	
3.		6.	

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3. Describe specific events or experiences leading to your involvement in education, particularly bilingual or ESL education. This narrative should not exceed five paragraphs.



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C. Professional Development (20 Points)

1. Professional Development: List your most recent professional development training regarding bilingual/ESL education that you attended or offered/presented.

2. Work Experience: Include all teaching experience beginning with your current position.

Employer	Campus	Position/Assignment	Dates of Employment

3. Honors/awards/grants: Describe all awards and honors you have received for your professional accomplishments in education.



D. Community Service (15 Points)

Describe your participation in your community.

E. Philosophy of Education (40 Points)

Describe your philosophy of bilingual or ESL education and its impact on the education of culturally and linguistically diverse students.

F. Letters of Support (15 Points)

Attach letters of recommendation from nominee's principal, parent of a student, and colleague.

G. Other Information

Include any information you would like to share about yourself that you may not have been able to share in the other areas of this profile.

I hereby give my permission that this information be shared with persons involved in reviewing and/or judging for the upcoming HAABE Bilingual/ESL Teacher of the Year awards at the campus and district level.

Signature: _____

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Application Packet Checklist

2021-2022 HAABE Bilingual/ESL Teacher of the Year

* Please attach this checklist in the portfolio.

Nominee's name: _____

Campus: _____

Section	Points	✓
A. Data Sheet		
B. Biographical Profile	10	
1. Academic Background		
2. Teacher Certification		
3. Narrative		
C. Professional Development	20	
1. Work experience		
2. Honors/Awards/Grants		
D. Community/ Volunteer Service	15	
E. Philosophy of Education	40	
F. Letters of Support	15	
Total Points		

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2021-2022 HAABE Bilingual/ESL Teacher of the Year

Portfolio is to be submitted **only** by the district's Bilingual/ESL finalists. All finalists may potentially represent HAABE at the TABE competition; therefore portfolio submission should adhere to TABE TOY guidelines. <http://www.tabe.org/membersaffiliate.cfm?subpage=424127> Portfolio must be presented in both a well-organized electronic form. Please note that **only** requested materials will be evaluated. A Google link will be provided to the HAABE District Contact person at each participating district. Once a winner is selected at the district level, the district contact person will be responsible for sharing the portfolio submission Google link with the district winner. Please note that all items must be submitted via the Google link and entries should strictly adhere to the stipulated guidelines. HAABE will no longer accept binder portfolio submissions.

Portfolio Rubric and Checklist

Section	Points	✓
BIOGRAPHICAL PROFILE: A narrative written by the nominee describing specific events or experiences leading to his/her involvement in education, particularly bilingual or ESL education. This narrative should not exceed five paragraphs.	10	
PHILOSOPHY OF EDUCATION: An essay written by the nominee (must be in <u>Spanish</u> for bilingual Teachers of the Year and in <u>English</u> for ESL Teachers of the Year) reflecting his/her commitment to the profession, including a description of the nominee's educational values and spaced and should not exceed 1,250 words. <i>Bilingual teachers must submit an English translation of their philosophy of education for the judges.</i>	40	
PROFESSIONAL DEVELOPMENT: A listing and brief description of the nominee's participation in professional organizations and service committees, commissions, task forces, workshops, conferences, etc. (include the number of years of service and membership). This section should not exceed five paragraphs.	20	
COMMUNITY SERVICE: A listing and brief description of the nominee's participation in organizations as well as personal efforts to improve bilingual or ESL education and social conditions of the community. This section should be typed, double-spaced and should not exceed five paragraphs.	15	
LETTERS OF SUPPORT: Include letters of support from your school's principal, a parent from one of your students, and one of your colleagues. Should not exceed five entries.	15	
Total Points	100	