

# Golden Apple Award

## **Eligibility Requirements**

The candidate must be a practicing Catholic, full time teacher and have completed a minimum of three full years in the elementary or secondary school at which he/she is currently employed.

A teacher, parent, student and parent, in an elementary school or teacher, student or parent in a secondary school, must nominate the applicant.

The applicant must have valid certification, both state and diocesan catechetical, included with the nomination material

## **The Nominating Process**

The nominator will be a teacher or parent and student.

All nominations will be sent to the principal.

Before the principal approves the nomination, the nominee's pastor will verify the eligibility requirements listed above.

Once eligibility is verified, the nominee will be asked to fill out an application and return it to the principal.

There will be a nominating committee at the elementary school consisting of the pastor of the school, a representative pastor in a consolidation, principal, and the president of the parent/teacher associations ( unless a teacher, in which case the vice president will serve). In the secondary schools, the nominating committee will consist of the principal, president of the advisory committee, dean or vice principal of academic or students, and the chaplain.

The selection process at the local level will take into consideration the following:

- Verification of eligibility
- Application and applicant's essay
- Professional development
- Nominator's letter of recommendation
- Commitment to students and school
- Leadership qualities
- Service to Church and community
- Teaching skills
- Role model as a Catholic educator

Each school may nominate one full-time teacher.

Each nominee should be certain to include the following for submission to the principal:

1. Application form
2. Nominator's Letter
3. Pastor's Letter
4. Principal's Letter
5. Nominee's essay
6. Pennsylvania State Certification
7. Catechetical Certificate

Please submit in the appropriate order, 1-7, for proper verification of paperwork.

The principal will then submit the completed six (6) copies to Livia Riley, Superintendent of Schools by **February 25, 2011**