



## Procedures for Nomination and Selection

Three Indiana World Language “Teachers of the Year” are selected by IFLTA annually. One from each of the following teaching levels:

1. Rising Star\*
2. K-8
3. Secondary school (High-school)
4. Collegiate

\* “Rising Stars” (outstanding new teachers with less than 5 years of experience) will also be recognized, but are not eligible for ToY awards

### **Timeline and Nomination and Selection Procedure**

- ***January through March of current year***  
Nominations are made to the appropriate constituent organizations of IFLTA. Nominators need not be members of IFLTA or a constituent organization (principals or colleagues in other disciplines may nominate, for example). The nomination form is available on the IFLTA website ([www.iflta.org](http://www.iflta.org)).
- ***First Friday in April of the current year***  
Constituent organizations select one “Teacher of the Year” in any (or all) of the three categories listed above. They may also submit their “Rising Stars”. Those names are submitted to the IFLTA “Teacher of the Year” committee chair via email (to [toy@iflta.org](mailto:toy@iflta.org)). These winners will be recognized at the IFLTA fall conference and may compete for IFLTA “Teacher of the Year” in the categories listed above, if they submit the required application portfolio, and they have been members of IFLTA for three years (not necessarily three consecutive years), and meet the full-time and years of experience requirement. Please note that “Rising Stars” are not eligible for the IFLTA ToY Award.
- ***Last Friday in July of the current year***  
“Teachers of the Year” from the constituent organizations submit electronically their complete portfolio to the IFLTA “Teacher of the Year” committee chair (email to [toy@iflta.org](mailto:toy@iflta.org)). The application portfolio will be prepared and submitted using the guidelines available on the IFLTA website ([www.iflta.org](http://www.iflta.org)).

- ***August of the current year (during the IFLTA Board meeting)***  
Vice presidents (or their designees) of the constituent organizations will have accessed Google Drive and reviewed all submitted portfolios, in order to come prepared on the day of the August IFLTA Board meeting to select the IFLTA World Language "Teacher of the Year" in each of the three categories listed above. The names of the winners will remain undisclosed until the IFLTA Fall Conference.
- ***IFLTA Fall Conference***  
All "Teachers of the Year" and "Rising Stars" are recognized during the Saturday luncheon of the IFLTA Fall Conference. The IFLTA winners of each category as well as the overall IFLTA World Language "Teacher of the Year" are also announced at this time.

**Constituent Organizations** (for addresses please check the IFLTA website):

- AATF and AATF-NW: American Association of Teachers of French, Indiana chapter (the two Indiana chapters select their winners jointly)
- AATG: American Association of Teachers of German
- AATSP: American Association of Teachers of Spanish and Portuguese
- AITJ: Association of Indiana Teachers of Japanese
- CLTA-IN (Formerly ICLASS): Chinese Language Teacher Association of Indiana
- ICC: Indiana Classical Conference
- IN-NELL: Indiana Chapter for the National Network for Early Language Learning