



## 2012 Butler-Cooley Excellence in Teaching Awards

### ABOUT THE AWARDS

Established in 2004 with a grant from the John Wm. Butler Foundation, Inc., the Butler-Cooley Excellence in Teaching Awards Program honors teachers who have demonstrated their capacity to change the outcome of students' lives and the communities where they teach. The program is named in honor of Leslie Bender Butler and Cindy Butler Cooley, relatives of a past TMA chairman who collectively have spent more than 50 years as teachers, and recognizes the central role that teaching has in the life of the association.

Turnaround Management Association (TMA), the only international nonprofit association dedicated to corporate restructuring and turnaround management, administers the program and provides partial funding through the TMA Cornerstone Board-designated Endowment, which supports research and education in the corporate renewal industry.

The award consists of a \$5,000 cash prize and covers transportation and lodging for the 2012 TMA Annual Convention, November 1–3, at the Westin Copley Place in Boston, Massachusetts. TMA will present two prizes and distribute news releases about the winners to local and national news media outlets.

### ELIGIBILITY

Nominees must:

- Be licensed and active elementary or secondary (K-12) classroom teachers
- Teach at an accredited public or private school
- Possess at least five years of teaching experience
- Have instructed students the equivalent of 20 hours per week during a nine-month academic calendar year for at least five of the prior seven years

### CASH STIPEND

\$5,000 (US) to each teacher, along with travel expenses (up to \$1,000 US) to the 2012 TMA Annual Convention

### CRITERIA

Entries should illustrate how the nominee meets the following criteria:

- Exceptional dedication and skill in shaping and influencing children's lives through excellence in educational effort
- Demonstrated capability in effecting change in the outcome of students' educational performance
- Innovation in teaching methods resulting in solutions to challenging situations
- Inspiring and encouraging students of all backgrounds and abilities to learn
- Respected as a positive role model and professional by other teachers, colleagues, parents and students
- Selfless devotion and tireless efforts to improve the educational environment and quality of life in the school and community

### SUBMITTING YOUR ENTRY

Entries must be received by Tuesday, May 1, 2012. Entries postmarked May 1, 2012 will not be considered. Late, incomplete or non-compliant entries will be disqualified. Entries may be submitted by mail or e-mail. E-mailed submissions must include the nominee name and 2012 Butler-Cooley Award in the subject line. The nominee's name must appear on all attachments.

#### Submit your entry to:

Turnaround Management Association  
Attn: Butler-Cooley Award  
150 S. Wacker Drive, Suite 900  
Chicago, IL 60606  
E-mail submissions to Michele Drayton: [mdayton@turnaround.org](mailto:mdayton@turnaround.org)

### NOTIFICATION

Upon receipt, applications become the property of TMA. Within 15 business days of receipt, TMA will e-mail confirmation of receipt of entry to the nominator only. Please do not call TMA to confirm receipt of your entry before May 21, 2012. Nominees and nominators will be notified of the outcome of the competition by U.S. mail in July 2012.

## ASSEMBLING YOUR ENTRY

Teachers may nominate themselves for the award or be nominated by others. Entries must follow established guidelines.

### Required Items

Each entry must include:

- Completed entry form
- \* Date of birth and Social Security number are required because TMA will conduct a criminal background check of finalists.
- Information release form
- Nominee's professional résumé
- Summary describing why nominee should be selected for the award based on the published criteria  
**It should be written by the nominator or by the nominee in the case of a self-nomination. The summary should be typed and double-spaced in at least an 11-point font and not exceed 750 words. Label the top of the page "Summary".**
- A statement of teaching philosophy written by the nominee  
**It should be typed and double-spaced in at least an 11-point font and not exceed 750 words. Label the top of page "Teaching Philosophy".**

### Optional Items

The entry may include:

- Three letters of recommendation from peers, supervisors, parents, students, and others knowledgeable about the teacher's eligibility for the award. Letters should be typed and double-spaced in at least an 11-point font and no longer than 500 words.
- Three additional supporting documents, limited to newspaper clippings, newsletters, brochures, artwork, news releases or awards/honors. Items must fit on standard 8.5" x 11" white paper. If necessary, submit a photocopy of an original document to accommodate this page size requirement.

### Unacceptable items

- Photographs or teacher images from news articles or other documents
- Videos
- CD-ROMs
- T-shirts, hats or any other items of apparel
- Web links to pages that constitute additional 1) nominee recommendations or 2) supporting documents beyond the three allowed per instructions.

### Assembling Your Entry

The completed entry should be assembled in the following order, from top (1) to bottom (7). All submitted items must be on standard 8.5" x 11" white paper. Entries are acceptable in electronic format as pdfs. All materials in mailed entries should be contained in one envelope.

1. Completed entry form
2. Signed information release form
3. Nominee's professional résumé
4. Summary of why teacher should be selected
5. Statement of teaching philosophy
6. Optional letters of recommendation
7. Optional supporting documents

### Binding:

- Multiple-page components of the entry (e.g., two-page letter or news release) should be paper clipped.
- The entry may be bound only by paper clip, binder clip or rubber band.
- No other binding is allowed including stapling; inserting in a folder, ring binder or other bound holder; and/or inserting tabs.

### QUESTIONS?

Michele Drayton, Communications Manager,  
1-312-578-2043 or [mdrayton@turnaround.org](mailto:mdrayton@turnaround.org)

# Turnaround Management Association 2012 Butler-Cooley Excellence in Teaching Awards

# Entry Form

Please review the instruction sheet for details about each attachment. Required Attachments are (1) completed entry form (2) signed information release form (3) nominee's professional résumé (4) a summary describing why this teacher should be selected for the award based on the published criteria and (5) a statement of teaching philosophy. Optional Attachments include (1) letters of recommendation and (2) other supporting documents.

Your completed entry must be received by Tuesday, May 1, 2012. Please review the instruction sheet for complete details about assembling and submitting your entry. Questions? Contact Michele Drayton at 1-312-578-2043 or mdrayton@turnaround.org.

---

## NOMINEE (TEACHER) INFORMATION

Note: Home address requested below will only be used internally to ensure that mailings are received once the school year concludes.

Full Name		Current Grade Assigned	
Home Address	City	State	Zip
Home Telephone			
E-mail (during school year)		E-mail address (after school year)	
Date of Birth (mm/dd/yyyy)*		Social Security Number*	
School Name			
School Address	City	State	Zip
School Phone/Fax	School E-mail (general mailbox)		
School Principal/Program Supervisor	Person's Phone/Fax		
Person's E-mail (during school year)		Person's E-mail (after school year)	

---

## NOMINATOR (PERSON NOMINATING THE TEACHER)

Note: Home address requested below will be used for internal purposes only.

Nominator Full Name			
Home Address	City	State	Zip
Home Telephone			
E-mail (during school year)		E-mail address (after school year)	
Nominator Place of Employment			
Address	City	State	Zip
Phone/Fax	E-mail (general mailbox)		
Relationship to Nominee	<input type="checkbox"/> Self Nomination		
Length of Relationship with Nominee	How did you find out about this award (i.e., Web site, article, etc.)?		

\* Date of birth and Social Security number are required fields because TMA will conduct a background review of nominees being considered for an award. This information is maintained in confidence by TMA.

**Turnaround Management Association  
2012 Butler-Cooley Excellence in Teaching Awards**

# Information Release Form

Questions or concerns regarding this release may be directed to Michele Drayton, Communications Manager, at 1-578-2043 or mdrayton@turnaround.org.

**PLEASE NOTE: The nominee (the teacher who is being nominated) must complete this form.**

To the best of my knowledge, the information provided within this entry is true and complete. If I am selected as an award recipient, I hereby authorize TMA to complete a criminal background check and use the following in connection with the Butler-Cooley Excellence in Teaching Award: my name; my school's name; information contained within the entry; photographs; video and audio recordings of myself or others related to the award from the awards ceremony or an alternate source. I agree that no compensation shall be due to my school or me for such usage.

- By placing an "X" in the box to the left and completing the information below, I indicate my understanding and compliance with the terms of this information release. I understand that my entry will not be considered without receipt of this form.

---

Printed Name:

---

Signature

Date