

2021-2022 Teacher of the Year Procedures

[October 4 @ 4:00](#) - Site Teacher of the Year Process Begins at Representative Council

[October 29 @ 4:00](#) - Site Teacher of the Year Process Closes

Site Teacher of the Year Names and short statement about the person selected must be emailed to fsutaprez@gmail.com and kenwh@fsusd.org BEFORE 10/29/21 at 4:00 PM.

Frequently Asked Questions about **SITE** - Teacher of the Year:

1. Site Representatives set the time line for their site regarding nomination window and voting window (must be more than one day)
2. Votes may be done electronically - suggest google form and collect emails addresses (keep confidential)
3. Site Reps run the selection process and count the votes UNLESS they are on the ballot (always have at least two members count/verify the ballots)
4. Contact your Executive Board member for help if Site Rep(s) are on the ballot
5. MUST be an FSUTA member - if someone joins online at join.cta.org they may be nominated
6. ONLY FSUTA members may vote - if someone joins online at join.cta.org they may vote
7. Substitutes, clerical staff, administrators do not vote (they are not members)
8. Simple majority of votes cast determines the winner
9. Be sure to check with the nurse, librarian, SLP, etc. for their “home” school (contact FSUTA with questions). These members may be selected and may vote at their “home” school.
10. There is **no** minimum number of years with FSUSD for **SITE** Teacher of the Year however only **SITE** TOYs with 8 years of service with FSUSD are eligible to apply for **DISTRICT** TOY
11. Eligible **SITE** TOY will be contacted November 2nd with information on **DISTRICT** TOY process and timeline
12. All sites are encouraged to participate in the **SITE** Teacher of the Year