



Arkansas Council for Exceptional Children
Donna Reed Award for Administrators
Submission Deadline: May 15, 2016

The Arkansas Council for Exceptional Children (AR-CEC), a professional association for special educators, related service providers and parents, works to improve the educational success of individuals with disabilities and/or gifted and talented.

The AR-CEC Donna Reed Award for Administrators was established for the purpose of recognizing individuals who in their performance of administrative duties serve or promote the welfare of persons with disabilities. Any individual who works on behalf of persons with disabilities while performing administrative duties is a worthy nominee. Examples of those eligible include special education supervisors, principals, early childhood coordinators, ADE special education administrators, or administrators of non-profit programs for persons with disabilities.

Award Benefits

The AR-CEC Donna Reed Award for Administrators recipient will:

- Be recognized at an awards ceremony during the AR-CEC Annual Convention
- Be featured on the AR-CEC Facebook Page
- Receive a commemorative plaque to display

Nominee Eligibility Requirements

- Must be an administrator
- Must hold professional certification in the area in which the nominee provides services
- The work of the nominee must be consistent with AR-CEC mission statement as described in the first paragraph

Nominator Information

Nominator _____

Address _____

City _____ State _____ Zip _____

Telephone Numbers (O) _____ (H) _____

Fax _____ E-mail _____

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Nomination Form
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Nominee Information

AR-CEC uses information on the nomination form for all future correspondence and publicity. Please make sure all information is accurate, legible, and spelled correctly.

Nomination of _____

Address _____

City _____ State _____ Zip _____

Telephone Numbers (O) _____ (H) _____

Fax _____ E-mail _____

Current Job Title/Affiliation _____

Employer _____

Nomination Criteria

Describe how the individual who in their performance of administrative duties serves or promotes the welfare of persons with disabilities. Descriptions may include examples of:

- Administrative practices that have resulted in effective academic/educational instruction and assessment
- Promotes instructional practices that are developmentally appropriate and individualized for students
- How nominee has provided a positive learning environment for all students
- Promotes collaboration among stakeholders for the benefit of persons with disabilities

Provide additional documentation to support the nomination using the nomination criteria as a guide (e.g. supporting letters, resume or vitae, other documentation.) If you need additional information, please email the current Awards Chair.

Please submit packet and application by email to the AR-CEC Awards Committee at arcecawards@gmail.com.

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Scoring Rubric

Nomination Criteria

0-2 points	3-5 points	6-8 points	9-10 points
Strong evidence of 1 criteria or weak evidence of 2 criteria.	Strong evidence of 2 criteria or weak evidence of 3 criteria.	Strong evidence of 3 criteria or weak evidence of 4 criteria.	Strong evidence of 4 criteria.

Supporting Documentation

1-3 points	1-2 points
Supporting letters (maximum of 3.)	Resume or vitae.