



awards@learningforward.org

# 2019 LEARNING TEAM AWARD APPLICATION FORM

## APPLICATION PROCESS AND GUIDELINES:

### APPLICATION CRITERIA\*:

1. Download Cycle of Continuous Improvement article, Learning Communities Standard, and Six Characteristics of an Effective Professional Learning Community from <https://learningforward.org/get-involved/awards>
2. Watch the 2018 winning video from Maunawili Elementary School, which exemplifies the criteria for this award, at <https://learningforward.org/get-involved/awards/2018-winner>
3. Read each level of the [Learning School Innovation Configuration Map](#) used to score your video that delineates a learning team’s use of the cycle of continuous to refine teaching quality and improve student learning.

\*Preview an [archived webinar on the process](#).

### AWARD NOMINEE INFORMATION:

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SCHOOL

\_\_\_\_\_

SCHOOL PRINCIPAL

\_\_\_\_\_

SCHOOL PHONE

\_\_\_\_\_

SCHOOL ADDRESS

\_\_\_\_\_

CONTACT PERSON SUBMITTING APPLICATION

\_\_\_\_\_

CONTACT PHONE

\_\_\_\_\_

CONTACT EMAIL

\_\_\_\_\_

DISTRICT SUPERINDENT

\_\_\_\_\_

SUPERINTENDENT EMAIL

For more information, contact:  
972-421-0900

1. Submit an application packet by **Friday, October 25, 2019**. Submissions should be based on learning teams’ demonstrated practice and evidence of results.
  - This application form
  - A 10-12 minute video depicting your learning team engaged in the cycle of continuous improvement as described in Learning Forward's definition of professional learning.
  - Arincipal letter of reference (500 word limit) that also describes the principal’s role in supporting the learning team’s work.
  - Two-part essay;
    - Response One (500 word limit) Describe the results your team hopes to achieve from its professional learning and the activities you engage in to achieve those results.
    - Response Two (500 word limit) Document evidence that your team is achieving results through engagement in the cycle of improvement.
  - List of learning team members
  - Talent release forms for each member
  - One high-resolution team photo

Packets should be completed and scanned to create one, single PDF-format document and returned as an e-mail attachment to [awards@learningforward.org](mailto:awards@learningforward.org). **Incomplete applications will not be considered.**

Videos must include identification of the school, district, location, and people included in the film. Contact [tom.manning@learningforward.org](mailto:tom.manning@learningforward.org) for video submission instructions.

A committee comprised of Learning Forward members and staff will review all applications. **The winning team will be notified by November 1, 2019.**