



## NEA ESP OF THE YEAR AWARD OVERVIEW

- Purpose:** The **National Education Association (NEA) Education Support Professional (ESP) of the Year Award** recognizes the contributions that Education Support Professionals make toward their schools, communities, and professions. The award is presented to a member of the NEA who demonstrates outstanding accomplishments and reflects the contributions of ESP to public education. The award is presented jointly by the NEA and NEA Member Benefits.
- Award:** Each year, one nominee receives the **NEA ESP of the Year Award**. The winner of the 2020 NEA ESP of the Year Award will receive a \$10,000 personal cash prize courtesy of NEA Member Benefits and will also be funded by NEA to attend the following year's NEA ESP Conference. The winner may also be invited to address the NEA Representative Assembly.
- Eligibility:** All current ESP members of an NEA local affiliate or bargaining unit who have been NEA members for at least **three years** as of December 31, 2019 and who are currently active are eligible. Individuals must be nominated by their state affiliate through a state ESP award program or by their local association if a state award program does not exist.
- Nominations:** State Affiliates: Each state affiliate may submit **only one nominee through its state ESP award program**. A state ESP award program is defined as one developed by a state affiliate that solicits nominations from local affiliates and then selects one statewide award nominee. Criteria for the state award may be designed by the individual state affiliate but must not conflict with the national award's criteria and purpose. All state affiliates are strongly encouraged to submit a nomination.
- Local Affiliates: If a state affiliate does not have an ESP award program in place, then local affiliates may submit **only one nomination directly to NEA**. Local affiliates are encouraged to send a copy of their nominations to the state affiliate.
- NEW! Electronic Submission:** This year all nomination forms are electronic. Hard copy nominations will NOT be accepted. There are five (5) required forms, including:
1. Nomination Form (to be completed by the nominee);
  2. State Affiliate Acknowledgement Form (to be completed by the State Affiliate President); and
  3. Three (3) Letter of Recommendation Forms.
- Nominees must also submit one high-resolution photo via email.

**Important:** The form is limited in capacity to check for spelling and grammatical errors and does not allow you to save and then edit or complete at a later date.

**Nominees are strongly encouraged to print a copy of the sample forms and complete them separately in a word document. Once complete, the responses should be copied and pasted into the electronic form.**

**Selection/Criteria:** The NEA ESP of the Year Selection Committee will review all nominations to ensure that eligibility and submission requirements are met. They will also score the nomination using the ESP of the Year award criteria. Nominations will be rated on a scale of 1 to 5 for each criterion, where “1” represents minimal evidence of the criterion, and “5” represents very strong evidence of the criterion. The total maximum number of points a nominee can receive is 25.

- Professional Practice (5 points)
- Member Advocacy and Association Involvement (5 points)
- Community Engagement (5 points)
- Personal Achievement (5 points)
- Enhancement of ESP Image (5 points)

The NEA ESP of the Year Selection Committee will forward its recommendation to the NEA president who will then present the recommendation to the NEA Executive Committee for consideration and action.

**Disqualification:** Nominations will be automatically disqualified if:

1. The nomination is not submitted electronically using the required forms;
2. the State Affiliate Acknowledgment Form is not completed and submitted by the affiliate president (or Local president only if it is a Local nomination)
3. the nomination is received after the deadline;
4. the nomination includes handwritten documents, clippings, news articles or photos (other than the required promotional photo).

**Notification:** The NEA ESP of the Year Award recipient will remain confidential until the 2020 NEA ESP National Conference, which takes place March 20-22 in New Orleans, Louisiana. The award will be presented to the winner during the ESP of the Year Awards banquet on Saturday, March 21, 2020. Each nominee is invited to attend the conference in its entirety at NEA’s expense (in accordance with NEA policy). In addition, each nominee will receive one complimentary guest ticket for the awards banquet.

**Questions:** Contact Lisa Connor at [Lconnor@nea.org](mailto:Lconnor@nea.org) / (202) 822-7529 or Dorothy Vu at [Dvu@nea.org](mailto:Dvu@nea.org) / (202) 822-7551

**All forms are available electronically at <http://www.nea.org/espoty>**

<p style="text-align: center;"><b>NOMINATION DEADLINE:</b> <b>Must be <u>received</u> at NEA Headquarters by 5:00 p.m. EST on Monday, December 9, 2019</b></p>
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Responder

Respondent 1

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Time to complete

1. Name of State Affiliate (Please do not use Abbreviations) \*

Great State Education Association

2. 2020 ESP of the year Nominee Name \*

John Jones

3. State President first and last name (or Local President ONLY if this is a Local Nomination)/Electronic Signature \*

Mary Winston

4. Date \*

11/01/2019

5. I confirm that this form is electronically signed and submitted by the Affiliate State President (or Local President only if this is a Local Nomination) \*

☒ Yes

☐ No

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Responder

Respondent 1

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10:22

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2020 ESP of the Year Award Data Sheet

Criteria/Scoring: The Selection Committee does not score the Data Sheet. It is reviewed only to ensure that eligibility and submission requirements are met.

1. Type of Nomination (please choose one) \*

- ☒ State Affiliate Nomination
- ☐ Local Affiliate Nomination

2. Nominee's First and Last Name \*

John Jones

3. Home Address \*

1012 Pretty Drive

4. City \*

Joyville

5. State \*

Great State

## 6. Zip Code \*

## 7. Mobile Phone (including area code) \*

## 8. Alternate Phone

## 9. Personal Email Address \*

## 10. Job Title (Please do not abbreviate) \*

## 11. NEA Career Family (Check all that apply) \*

- ☐ Clerical Services
- ☒ Custodial/Maintenance
- ☐ Food Services
- ☐ Health/Student Services
- ☐ Paraeducators

- ☐ Security Services
- ☐ Skilled Trades
- ☐ Technical Services
- ☐ Transportation Services
- ☐ Other

12. School/Worksite \*

Green Middle School

13. School District/University (please do not use abbreviations) \*

Highland Public Schools

14. Work Address \*

4444 Lovely Blvd

15. City \*

Birdseye

16. State \*

Great State

17. Zip Code \*

18. Work Phone (including area code) \*

19. Work Email \*

20. Number of Years as NEA Member \*

21. NEA member ID (please contact your state affiliate if you do not have this information) \*

22. State Affiliate Name (please do not use abbreviations) \*

23. Local Affiliate Name (please do not use abbreviations) \*

## 2020 ESP of the Year Award Résumé

The Résumé should further demonstrate the nominee's accomplishments related to the Nominee Statement criteria (i.e., professional practice, member advocacy and association involvement, community engagement, personal achievements, and enhancement of ESP image).

The Résumé should answer the following questions below.

Criteria/Scoring: The Committee will review and score the Nominee Statement, Résumé, and Letters of Recommendation for up to 5 points per criterion (Professional Practice, Member Advocacy/Association Involvement, Community Engagement, Personal Achievement, Enhancement of ESP Image) for a combined maximum of 25 points.

### 24. What professional positions do you currently hold? (4,000 character limit) \*

January 2008 – Present Head Custodian, Highland Public Schools – Green Middle School ; Supervise cleaning of building and assures a clean and safe environment for students, staff, and guests; Maintain interior and exterior of building; Schedule custodians accordingly; Schedule and coordinate facility use of building; Maintain monthly payroll; Responsible for facility use billing; Answers emergency situations day or night; Assist students in need; Leads school health and safety meetings.

### 25. What professional positions have you held in the past? (4,000 character limit) \*

January 2005 – January 2008 Custodian, Highland Public Schools – Green Middle School

### 26. What Association positions or committee appointments do you currently hold? (4,000 character limit) \*

2017 – Present – Vice-President, LEA; 2017 – Present – NEA Board of Directors; 2016 – Present – At-large Member, GSEA Board of Directors

### 27. What Association positions or committee appointments have you held in the past? (4,000 character limit) \*

2014-2017 - Treasurer, LEA; 206, Negotiations Team; 2017 NEA RA Delegate



28. What School or District positions or committee appointments do you currently hold? (4,000 character limit) \*

2017 – Present – Green Middle School Health and Safety Committee; 2016 – Present – Joint Labor-Management Team

29. What School or District positions or committee appointments have you held in the past? (4,000 character limit) \*

2016 Student Safety Committee; 2014 In-School Breakfast Committee

30. What positions with outside organizations, community groups or other stakeholders do you hold now? (4,000 character limit) \*

2014-Present, Boys Basketball Coach, Boys and Girls Club; 2015-Present, VFW; 2003-Present, Member, Joyville Methodist Church

31. What positions with outside organizations, community groups or other stakeholders have you held on the past? (4,000 character limit) \*

2013-2018 Joyville Boy Scouts Troop Leader, 2015 Joyville Food Bank Volunteer

32. Please list your education, training, and/or certificates, licenses, etc. (4,000 character limit) \*

2003 – 2005: Certificates – Forklift Operator, Gym Floor Resurfacing, Low Pressure Boilers; 2001 – 2003: Tall Sky Community College, Associate Degree, HVACR; 2001: Blue High School

33. Please list any honors or awards you have received. (4,000 character limit) \*

Boys & Girls Club Friend of Education, 2016; Great State Award for Innovative Health and Safety Strategies, 2014

## 2020 NEA ESP of the Year Award Nominee Statement

### NOMINEE STATEMENT

Nominees must submit a statement below that provides specific examples of achievement in each of the following five criterion areas and must provide examples of how the nominee goes above and beyond the roles and responsibilities of his/her job description.

1. Professional Practice: Worksite responsibilities and professional achievements the nominee has made in his/her field; must include at least one example of how the nominee has directly impacted student success in his/her school or worksite.

2. Member Advocacy and Association Involvement: Evidence of leadership, creativity and innovation in advocating for members, for the profession and for public education; evidence of involvement in NEA or the local/state affiliate and how that involvement contributes to professional success; evidence that the nominee engages in member recruitment activities and encourages fellow members to be more active.

3. Community Engagement: Details on how the nominee is involved in promoting public education within the community through charitable projects and activities and examples of how that involvement has benefited students, families and other members.

4. Personal Achievement: A description of the nominee's personal and/or professional goals; what they have done or are doing to meet these goals; how his/her growth and goals benefit students, members and/or families or the larger community; and advice they would give to a colleague entering the profession.

5. Enhancement of ESP Image: Details of how the nominee's activities have enhanced the image of ESP at the worksite, in the Association and in the community.

NOTE: The Selection Committee will also review and score the Résumé and Letters of Recommendation as further evidence of the nominee's accomplishments in the criterion areas listed above.

34. Professional Practice: Please share worksite responsibilities and professional achievements that you have made in your field; you must include at least one example of how the you have directly impacted student success in your school or worksite. (4,000 character limit) \*

take immense pride in my career and have a passion for making a difference through the lives of students. I have been employed with Highland Public Schools since 2005 as a custodian. I worked my way from night custodian to the position of head custodian, an accomplishment that I take great pride in every day. Each morning I do my best to arrive an hour before I am scheduled to arrive to ensure that the building is ready for students and staff. I was honored to receive the "Great State Award for Innovative Health and Safety Strategies" from the Great State Department of Education in 2014. I am excited to lead an afterschool program for students interested in pursuing a custodial/maintenance. Once a week, I mentor and tutor a group of six students to discuss opportunities in the field,

education goals, and to provide them with information and training on a variety of topics related to the field including, ventilation, chemical storage, safe cleaning and disinfecting, and more. My favorite time of year is graduation. Watching my students walk across the stage is gratifying and emotional for me. It is the final chapter in my goal to impact student success. I will always apply my professional skills and knowledge to better equip students for whatever career or trade they pursue.

35. Member Advocacy and Association Involvement: Please share how you have exhibited leadership, creativity and innovation in advocating for members, for the profession and for public education; highlight your involvement in NEA or the local/state affiliate and how that involvement contributes to professional success and share evidence that the you engage in member recruitment activities and encourage fellow members to be more active. (4,000 character limit) \*

As the son of a career bus driver and teacher, I have always believed in the power of collective bargaining and the importance of unions. I have been a member of the Landmark Education Association (LEA) since I started working for Highland Public Schools in 2005. I am active at the local, state and national affiliate levels. As the Vice-President of my local, I make it a personal mission to engage existing and potential members. I provide training and support for newly forming ESP groups in other locals at their request. At the state level, I have provided training at our statewide ESP Conference on topics such as mentoring, organizing, indoor environmental quality, and team building. At the national level, I have served on numerous workgroups such as NEA's Professional Growth Continuum workgroup, the Anti-privatization workgroup and Social and Racial Justice committee. I am also excited to have been a member of NEA's ESP Careers Strategic Board Committee for the last two years. Using my knowledge and passion for employee rights, I hope to continue to inspire education professionals to become members and to become actively involved in their association.

36. Community Engagement: Share how are you involved in promoting public education within the community through charitable projects and activities and examples of how that involvement has benefited students, families and other members. (4,000 character limit) \*

I am fortunate to live and work in the community in which I grew up. For the last three years, I have served on a committee that works with local civic leaders to administer, select, and honor the recipients of a local Educator of the Year award. One of my most proud achievements involves the mentorship of young people in my community. I have been active in the local Boys and Girls Club for five years and started holding monthly support meetings at the local library for a group of students who struggled with what they wanted to do after graduation. It has been rewarding to see some of these young men and women find a renewed sense of determination to continue working hard to better their futures. I proudly watched last year's entire group walk across the stage to receive their diploma.

37. Personal Achievement: Please share your personal and/or professional goals; what have you done or are you doing to meet these goals; how do your growth and goals benefit students, members and/or families or the larger community; and what advice they would you to a colleague entering the profession. (4,000 character limit) \*

One of my personal goals is deep rooted in community. I truly believe in employee rights and public education and feel deeply that we are each responsible for our community and the people in our neighborhoods. I strive to be a positive role model for my students, their parents, and anyone else whose life I touch. I created the "Community Together" forum, which allows for monthly discussions that provide community members with an in-person opportunity to discuss issues and address concerns. I have worked with local businesses to secure locations for the meetings. We recently took the forum to social media and created a Facebook and Twitter account for the group. We continue to build capacity and strengthen our relationships with other community stakeholders. Recently, Mayor Chamberlain wrote a piece in an op-ed column about our goals and accomplishments. The forum has benefited students, members, and the larger community in several ways. I successfully advocated for the adoption of an IPM program in my district. I was able to bring my concerns to the forum and increase support for the cause. Over 75% of forum members attended the school board meeting that covered the IPM proposal. I truly believe that education and community go hand-in-hand and the "Community Together" forum is one avenue through which we can come together and achieve greatness. One piece of advice that I have for a colleague entering the profession is, "Never allow someone to tell you that you are 'just an ESP.' Believe in yourself, your union, and your passion for student success."

38. Enhancement of ESP Image: Please share details of how your activities have enhanced the image of ESP at the worksite, in the Association and in the community. (4,000 character limit) \*

I have worked tirelessly to elevate ESP careers in my school and district. I am truly passionate about educating others on the important role that all ESP play in student success and meeting the needs of the whole student. It is critical that ESP believe in themselves. Last year, after an association meeting where several leaders shared that they are sensing low morale from ESP, we decided to start the "Not Just an ESP" campaign. As chair of the committee, I worked with other passionate members in my local to develop the campaign's goals and objectives. We identified a series of roundtable discussions to be held at our local library and other events aimed at educating the larger school community on ESP careers. Recently, we staffed a table at a local grocery store where we handed out brochures on the nine career families. I spoke about the campaign at a PTA meeting and we received a standing ovation from those in the audience. I am truly honored and appreciate the opportunity to be considered for this award.

## 2020 NEA ESP of the Year Award Next Steps

1. Ensure three (3) Letters of Recommendation (no more, no less) are submitted using the required form. The link for the Letter of Recommendation form can be found at [http://www.nea.org/espoty\\_](http://www.nea.org/espoty_) ([http://www.nea.org/espoty\\_](http://www.nea.org/espoty_)). Once a letter is submitted, the submitter will receive a confirmation email.

If more than three letters of recommendation are submitted, any letters after the third letter will be discarded and not reviewed by the committee. Nominees are responsible for confirming that letters have been submitted.

Letters of Recommendation must be received by the deadline, 5:00 PM EST MONDAY, DECEMBER 9, 2019.

2. Ensure State Affiliate President has submitted the State Affiliate Acknowledgement Form.

The State Affiliate Acknowledgment Form must be received by the deadline, 5:00 PM EST MONDAY, DECEMBER 9, 2019. The link to the form can be found at [http://www.nea.org/espoty\\_](http://www.nea.org/espoty_) ([http://www.nea.org/espoty\\_](http://www.nea.org/espoty_)).

3. Submit a promotional photo via email to [Lconnor@nea.org](mailto:Lconnor@nea.org) (<mailto:Lconnor@nea.org>). The photo should be 1200 x 1200 pixels or 1.4Mb in size and 240-300 dpi. The photo must be submitted as a JPEG, TIF or EPS file and attached as a separate file.

Photos must be submitted by the deadline, 5:00 PM EST, MONDAY, DECEMBER 9, 2019.

4. You will receive an email confirming your complete 2020 NEA ESP of the Year package has been received no later Friday, December 13, 2019.

Questions? Please contact:

Lisa Connor, [Lconnor@nea.org](mailto:Lconnor@nea.org) (<mailto:Lconnor@nea.org>).

(202) 822-7529

Dorothy Vu, [DVu@nea.org](mailto:DVu@nea.org) (<mailto:DVu@nea.org>).

(202) 822-7551

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Responder

Respondent 1

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04:40

Time to complete

1. What is the first and last name of the ESP of the Year nominee you are submitting a Letter of Recommendation for? \*

John Jones

2. What is your first name? \*

Tamara

3. What is your last name?

Smith

4. How long have you known the nominee? \*

9 years

5. In what capacity can you comment on the nominee's accomplishments? \*

I have been his UniServ Director for the past 9 years and served as a mentor to him. It is an especially rewarding experience for a UniServ Director to mentor a leader then get to watch that person grow, develop, and achieve beyond our hopes or expectations. Working with John has provided me that rare and special opportunity.

6. All nominees must have one Letter of Recommendation from a colleague at their worksite, one from an individual from their state/local affiliate and one from an individual in their community. Please select your relationship to the nominee below. \*

- ☐ I am colleague at the nominee's worksite
- ☒ I am an individual from the nominee's state/local affiliate
- ☐ I am an individual from the nominees community

7. Why does this nominee deserve the 2020 NEA ESP of the Year Award? Please use specific examples of accomplishments related to the Nominee Statement criteria (i.e., professional practice, member advocacy and association involvement, community engagement, personal achievements, and enhancement of ESP image). \*

John was on the interview team that selected me to be the UniServ Director in 2010. We have worked more and more closely together over the years and our respect and common passions have blossomed into a wonderful friendship. Every single challenge I have put in front of John has been no obstacle at all. He thrives on pushing his boundaries and achieving things that no one thought possible. In his achievements, he is humble and always seeks to share the recognition with teammates and colleagues.

8. How does the nominee goes beyond the roles and responsibilities of his/her job description. \*

John's application and recommendations share so many of his personal and professional achievements that I thought I would take a little different direction, and share a lighter moment. Our city has an annual holiday parade in November. When John was a member of the public relations committee, the Association decided to place an entry in the parade. The committee thought it would be fun to have an oriental parade dragon. John organized a work group, took over the UniServ conference room and, using papier-mâché for the head and plastic tablecloths with miles of duct tape for the body, they created a dragon. The dragon was fifty feet long and was carried on hula-hoops by thirty volunteers. The children loved the dragon and watch for it every year! John is an exceptional ESP and I add my voice to those recommending him for this honor.

9. By entering my name below, I acknowledge that I personally completed this form and the statements contained in the form are true to the best of my knowledge. Please type your full name and date below. \*

Tamara Smith
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