



**An Invitation to Nominate an Outstanding CAS Elementary School as  
CAS Elementary School of the Year 2016-2017  
(Deadline for Submission is September 16, 2016)**

Nominations may be made by any present or former member of the school staff or by district central office personnel.

**Purpose:**

To give public recognition to an outstanding **CAS member elementary school** that deserves major recognition for its exemplary programs in meeting the needs of elementary school students. The school chosen will receive recognition in the media, in CAS publications, at a CAS sponsored ceremony in their community as well as a presentation in their school or district.

**Eligibility:**

The following criteria will be used to determine the recipient of this award:

- A. **School must be a member of CAS.**
- B. Provide evidence of the characteristics of a high-performing school by describing:
  1. Your school's mission/vision.
  2. How your educational programs meet the needs of **all** students.
  3. How instructional and administrative leadership implements the requirements of the teacher and administrator evaluation.
  4. How the school welcomes participation from all constituencies.
  5. How curriculum and instruction is aligned with the Connecticut core state standards and professional development.
  6. How the school's educational programs are consistently reviewed and improved.
  7. How student opportunities go beyond those that are a part of a typical school day, i.e., clubs, activities, support services and extra help for those who need it.
  8. How the school welcomes family involvement and plays an active role in the community. (Refer to the attached graphic)
- C. Each of the eight criteria must be individually addressed. The total response must not exceed 10 pages (12 point font/single spaced).
- D. Only one application per district will be accepted.
- E. A copy of the strategic profile must accompany the application.
- F. A copy of the student/parent handbook must accompany the application along with the school's website address.
- G. The selected school will be invited to share exemplary practices and programs with other CAS elementary schools by offering CAS workshops, and welcoming visitors to their school.
- H. Selected school will be recognized at the CAS Celebration of Excellence on November 30, 2016.
- I. Deadline for submission of nominations is no later than **September 16, 2016**.
- J. Nominations should be sent to:

*Roxanne Augelli, Assistant Executive Director  
The Connecticut Association of Schools  
30 Realty Drive, Cheshire, Connecticut 06410*

**Timeline:**

Applications will be reviewed in late September, 2016.  
The finalists will also be visited in early October, 2016.

(Please attach nomination title sheet that follows as page 2 of this application.)



*The Connecticut Association of Schools  
Outstanding Elementary School of the Year 2016-2017*

**Nomination Title Sheet**  
*(Deadline for Submission is September 16, 2016)*

I nominate the following CAS school as an outstanding elementary school for the year 2016-2017:

School \_\_\_\_\_

Principal \_\_\_\_\_

Address \_\_\_\_\_

Town/City \_\_\_\_\_ Zip \_\_\_\_\_ Telephone \_\_\_\_\_

E-Mail Address of Principal \_\_\_\_\_

School Website \_\_\_\_\_

\_\_\_\_\_  
Typed Name of Nominator

\_\_\_\_\_  
Signature of Nominator

\_\_\_\_\_  
Position of Nominator

\_\_\_\_\_  
Date Submitted

\_\_\_\_\_  
Telephone Number of Nominator

\_\_\_\_\_  
E-Mail Address of Nominator

**Endorsement by Superintendent of Schools**

I have read and support this application

\_\_\_\_\_  
Typed Name of Superintendent

\_\_\_\_\_  
Signature of Superintendent

\_\_\_\_\_  
Telephone Number of Superintendent

\_\_\_\_\_  
E-Mail Address of Superintendent

**For CAS Use Only**

**Form: SOY 2016-2017**

Date Received \_\_\_\_\_

No. of Pages \_\_\_\_\_

Criteria Addressed \_\_\_\_\_

Handbook \_\_\_\_\_

SSP \_\_\_\_\_

CAS Member School \_\_\_\_\_