

Letter of Recommendation Template Information

Empowering Schools Award

(Administrators, Principals, Vice Principals, School Board Members)

Primary Rubric Focus:

Transformative leadership, school-wide improvement, innovation, measurable outcomes

Recommended Length:

1 page

Primary Evidence Emphasis:

- Leadership initiatives that advance school-wide or district-wide improvement
 - Measurable gains in student achievement, teacher development, or equitable outcomes
 - Successful implementation or scaling of innovative practices or policies
 - Sustainable impact on school culture, systems, or instructional quality
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Impacting Communities Award

(Volunteers)

Primary Rubric Focus:

Volunteer-driven educational improvement, literacy advancement, community engagement

Recommended Length:

1 page

Primary Evidence Emphasis:

- Educational or literacy outcomes resulting directly from volunteer efforts
- Measurable improvements in student learning, access, or engagement
- Partnerships with schools, libraries, nonprofits, or community organizations
- Sustained commitment and meaningful community involvement beyond formal roles

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Inspiring Students Award

(Educators, Support Staff, Collegiate Faculty)

Primary Rubric Focus:

Innovative teaching, mentoring, student engagement, measurable growth

Recommended Length:

1 page

Primary Evidence Emphasis:

- Creative or inclusive instructional and mentoring strategies
 - Evidence of improved student achievement, motivation, or persistence
 - Positive impact on personal, academic, or professional student growth
 - Support for diverse learners and equitable learning environments
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