



PENN MANOR SCHOOL DISTRICT

P.O. Box 1001 • Millersville, PA 17551-0301

Phone (717) 872-9500 • Fax (717) 872-9505

www.pennmanor.net

An Equal Opportunity Employer

Michael G. Leichter, Ed.D.
Superintendent
mike.leichter@pennmanor.net

January 3, 2011

Dear Students, Parents/Guardians, Colleagues:

The Penn Manor School District is seeking nominations for the **Outstanding Educator Awards** which will be presented later this school year to one elementary and one secondary teacher. Nominations are being solicited from parents/guardians, students, and colleagues in the Penn Manor School District.

Nominations for these awards are open until **February 28, 2011** and should be based on the teacher's ability to promote academic growth in his/her students and for outstanding pupil-teacher relationships. A person may nominate one elementary teacher, one secondary teacher or both. The nominee must presently be employed by the Penn Manor School District.

Letters of nomination need not be lengthy. They should simply name the teacher and the school in which the nominee presently is teaching and indicate why you feel this person is a worthy candidate for this award. If you wish, just complete the attached form and submit it to the Outstanding Educator Committee, or send an e-mail to ellen.pollock@pennmanor.net. Letters, forms, and e-mails will be considered equally. All letters and forms should be signed and mailed to:

Outstanding Educator Award Committee
Administrative Offices
Penn Manor School District
P. O. Box 1001
Millersville, PA 17551-0301

OR submitted to any Penn Manor Building Principal

Each teacher will be informed of his/her nomination, but will not be told who nominated him/her or shown the letters. Therefore, if you want the teacher to be aware of your action on his/her behalf, you may wish to drop the teacher a note or send a copy of your letter. Teachers always appreciate knowing how others feel about their efforts. Final selections for these awards will be made by the Outstanding Educator Committee composed of District Administrators and School Board Members. Names of award winners will be made public in April.

Congratulations again to last year's Outstanding Educator Award winners:

Kevin M. Bower, Pequea Elementary School

Maria C. Vita, Penn Manor High School

Thank you for your continued support. It is the cooperation between the home and school that makes Penn Manor the fine school district it is today.

Sincerely,



The Outstanding Educator Committee
Ellen Pollock, Chairperson

Christopher L. Johnston
Business Manager
chris.johnston@pennmanor.net

Ellen Pollock
Assistant Superintendent
ellen.pollock@pennmanor.net