



# Early Childhood Teacher and Leader of the Year Application Viewer

## Early Childhood Teacher and Leader of the Year (ECTLOY) Application

**For viewing purposes only, all applications MUST be submitted via the link below**

[Google form application](#)

Early Childhood Teacher and Leader of the Year Application.

Thank you for applying for the Early Childhood Teacher or Leader of the Year Award. You can refer to the guidance documents found on the Louisiana Believes Awards page, in the Early Childhood

Section. <https://www.louisianabelieves.com/resources/library/awards> for more information on this award program.

You can also download the guidance documents directly from this application below. The application is due January 14, 2026 by 11:59 p.m.

### Early Childhood Teacher of the Year Application Checklist. Ensure you have:

- ☐ Verifiable information supporting that you work in a type III early learning center. This information can be verified using the [Louisiana School and Site Finder Website](#).
- ☐ A professional headshot which follows [these guidelines](#).
  - ☐ Must be at least 2MB in size to be accepted
- ☐ All credential and education documents available (ECAC, CDA, Degree Certificates, CLASS certifications, TS GOLD certifications, etc.) for application completion.
- ☐ Latest classroom CLASS scores.
- ☐ A response to **two** essay prompts.
  - ☐ Responses written in a clear, concise and grammatically correct manner.
- ☐ A lesson plan for lesson(s) filmed in the submitted teaching video.
- ☐ A continuous (**unedited**) video that is at least ten minutes long which captures you teaching the lesson mentioned above.
- ☐ Consent forms for all [families of children](#) or [staff members](#) included in the above mentioned video.
- ☐ Reviewed your application and all supplemental information for completion and errors prior to submission.
- ☐ Peer or mentor review of all application materials (optional, but highly recommended).
  - ☐ Director, CCR&R Coach, Coordinator, etc to review your application and all supplemental information prior to submission.
- ☐ Submitted your application before the application submission deadline.

### Early Childhood Leader of the Year Application Checklist. Ensure you have:

- ☐ Verified you are a Director at a type III early learning center with a license number and site code. This information can be verified using the [Louisiana School and Site Finder Website](#).
- ☐ A professional headshot taken which follows [these guidelines](#).
- ☐ All credential and education documents available (ECAC, CDA, degree certificates, CLASS certifications, TS GOLD certifications, etc.) for application completion.
- ☐ Latest Site Performance Profiles.
- ☐ A clear, concise and grammatically correct response to **two essay** prompts.
- ☐ Have one easy to follow, professional development plan of staff meeting agenda with clear objectives.
- ☐ Have one continuous (**unedited**) video that is at least ten minutes long which captures you facilitating the professional development or staff meeting mentioned above.
- ☐ Completed and signed consent forms for all [families of children](#) or [staff members](#) included in the above mentioned video.
- ☐ Reviewed your application and all supplemental information for completion and errors prior to submission (*optional, but highly recommended*).
  - ☐ Community Network Lead Agency Coordinator, Child Care Resource & Referral Agency Coach, Coordinator, etc to review your application and all supplemental information prior to submission.
- ☐ Submitted your application before the application submission deadline.

Contact Shallan Jones at [shallan.jones@la.gov](mailto:shallan.jones@la.gov) with any questions.

### Personal Information- all fields required

The following details regarding the candidates personal information need to be accurate and complete. The accuracy of the information completion impacts qualification for this program and future correspondence to the applicant regarding their application status.

Applicants Name \_\_\_\_\_

Please upload a professional headshot, if you are able. Save as "Your Name Headshot."  
ex: "Shallan Jones Headshot"

Please share a "six word story" that embodies your vision as an educator.

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For which award program are you applying? \_\_\_\_\_

Date of Birth \_\_\_\_\_

Email address\_\_\_\_\_

Home address\_\_\_\_\_

Phone number\_\_\_\_\_

Social media handle used for professional purposes (if applicable)

\_\_\_\_\_

Please select the parish for which you work\_\_\_\_\_

Site Name\_\_\_\_\_

Site Type\_\_\_\_\_

Please select the age(s) you teach or work with currently at your site.

- ☐ Infants  
☐ Toddlers  
☐ PreK

Site Code ([found using this tool](#))- launch to school and center finder\_\_\_\_\_

License Number ([found using this tool](#))- launch to school and center finder\_\_\_\_\_

In 1-2 sentences, what do you think is your most pressing mission as an educator?

\_\_\_\_\_  
\_\_\_\_\_

### Professional Work History- all fields required

This section of the application should demonstrate your contributions and gains in the field, guiding children of all backgrounds and abilities to achieve excellence. An Early Childhood Teacher and Leader of the Year serves economically-disadvantaged children who are in publicly funded programs, children who have disabilities, and/or children who are experiencing homelessness (i.e., Teachers in a CCAP-certified Type III Center or Head Start, Early Head Start Center, or Family Child Care (FCC).

## EXPERIENCE

Resume Upload

How many years have you worked in a CCCAP- certified Type III Center or Head Start, Early Head Start or Family Child Care (FCC)\_\_\_\_\_

Latest CLASS score for classroom if Teacher

Latest overall site Performance Profile of Leader

## **EDUCATION**

Do you have your Early Childhood Ancillary Certificate?\_\_\_\_\_

Do you have your Child Development Associate Credential (CDA)?\_\_\_\_\_

Please select your highest level of education\_\_\_\_\_

## **ADDITIONAL QUALIFICATIONS** (check all that apply)

- ☐ Do you have The National Administrator Credential (NAC)?
- ☐ Have you graduated from the Louisiana Early Leaders Academy (LELA), if so, which cohort?
- ☐ Do you have your TS Gold© interrater reliability?
- ☐ Are you CLASS Reliable? If so, for which age group(s), check all that apply.
- ☐ Do you have your Adverse Childhood Experiences (ACEs) certification?
- ☐ Are you trained in administering the Ages & Stages Questionnaire (ASQ)?
- ☐ Other certification? (please describe)

### **Essay Question-all required fields**

Each Candidate must respond to both essay prompts. Responses must be at least 100 words. Clarity, conciseness and grammatical correctness is all considered in scoring the essay responses.

Question 1: Why do you work in Early Childhood Education? Why is this work important to you?\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Question 2: What makes you an excellent early childhood educator or leader?\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Video and Supporting Documentation

- Record up to 10 continuous minutes of instruction, leading PD, or a staff meeting
- Clearly state at the beginning of the video, or in the submission description, the type of leadership being demonstrated (PD, or teaching), the topic of the meeting/PD or the lesson objective, and a description of the people in the room (i.e., teachers, community members, family members, toddlers, and how many)
- Demonstrate leadership and instructional skills reflective of what you provide to your staff or children for their growth and development
- Ensure that audio of teacher and children is clearly heard throughout the video Videos should be an authentic capture of your normal classroom day, professional development session, or staff meeting. Please do not feel compelled to create a “perfect” video. The LDOE wants to see how your children or staff experience your leadership every day.

## Teacher Video Submission

## Leader Video Submission

## Teacher Lesson Plan upload

## Leader Professional Development session plan upload

## Consent form uploads