

Idaho MTA Teacher of the Year (TOTY) Application Form

Purpose

The *Teacher of the Year* Award honors an educator who demonstrates exceptional commitment to the music teaching profession. Each IMTA Local Chapter may nominate **one** candidate per year. The *IMTA Teacher of the Year* will be announced to the membership, recognized at the IMTA Conference, and will be the state's nominee for MTNA Teacher of the Year.

A. Candidate Information

- **Nominee Name:** _____
- **Primary Teaching Area/Instrument(s):** _____
- **Years Teaching:** _____
- **Email:** _____
- **Phone:** _____
- **Mailing Address:** _____

B. Nominating Chapter & Contact

- **Local Chapter Name:** _____
 - **Chapter President (Nominator):** _____
 - **President Email:** _____
 - **President Phone:** _____
 - **Date of Nomination:** ____ / ____ / ____
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C. Nomination Letter (Required)

Attach **one** nomination letter from the Local Chapter (on chapter letterhead if available) that addresses the criteria below. The letter should be concise (1–2 pages) and include specific examples and outcomes.

D. Criteria & Evidence (Rated in Order of Priority)

Provide brief evidence, lists, and/or links for each criterion. Items marked **4 points** receive the most weight.

1) Service to IMTA – 4 points

Examples: Student participation in state activities; attending conferences; service on the state board; committees; initiatives. Provide evidence / examples:

2) Service to Local Chapter – 4 points

Examples: Student participation in local activities; programs presented; leadership roles; event organizing. Provide evidence / examples:

3) Service to MTNA – 3 points

Examples: Board/committee roles; student participation in MTNA competitions; attending MTNA conferences. Provide evidence / examples:

4) MTNA National Certification – 3 points

Preferred but not required. - Certification area(s) and status (if applicable):

5) Teaching & Professional Achievement – 2 points

Examples: Years of teaching; education/background; concerts/performances; books; articles; workshops/seminars/presentations; curriculum or pedagogy projects. - Summary of achievements:

6) Letters of Recommendation (Up to 3) – 2 points

From students, parents of students, and/or colleagues.

Recommender #1: _____ Relationship: _____ Recommender
#2: _____ Relationship: _____ Recommender #3:
_____ Relationship: _____

E. Attachments Checklist (Single Combined PDF)

Please compile **one** PDF that includes all of the following, in order:

1. This completed application form.
2. Nomination letter from the Local Chapter.
3. Evidence for Criteria (sections D1–D5), including MTNA Certification proof (if applicable).
4. Up to three letters of recommendation (section D6).

File name format:

TOTY [Year] [Teacher Name] [Local Chapter Name].pdf

Example: TOTY 2025 FIRST LAST NAME MMTA.pdf

F. Submission Guidelines

- **Deadline:** Email by **September 15**.
- **Recipient:** IMTA President — **Idahostatemta@gmail.com**
- **Email subject:** IMTA TOTY [Year] (e.g., IMTA TOTY 2026).
- **Attachment:** One (1) PDF containing all materials (see checklist above).
- Submissions meeting the criteria will receive a confirmation of receipt and will be officially reviewed by the IMTA Executive Board.

G. Optional: Brief Bio (100–150 words)

A concise biography for use in announcements if selected.

H. Optional: Photo

High-resolution headshot attached? ☐ Yes ☐ No

I. For IMTA Executive Board (Scoring Sheet)

Use for internal review; not required from the nominating chapter.

Criterion	Max Points	Score
1) Service to IMTA	4	_____
2) Service to Local Chapter	4	_____
3) Service to MTNA	3	_____
4) MTNA National Certification	3	_____
5) Teaching & Professional Achievement	2	_____
6) Letters of Recommendation (0–3)	2	_____
	18	_____
Total		

Questions? Contact the IMTA President at Idahostatemta@gmail.com.