Northwest ISD Exemplar Educator and Teacher of the Year Recognition Program
2026 - 2027 Timeline

Process	Schedule/Deadline
Review timeline & process at DLT; Recognition Packet available online: From NISD Website, sign in, click on staff, scroll down and click on staff resources, and then on left hand bar click on additional staff resources, click on Staff Recognition Programs, and select link to Exemplar Educator.	November 5
Review process with staff & PTA and solicit nominations using nomination form	November 9 – December 4
Review nominations and distribute Exemplar Educator Campus Application form to nominees	No later than December 11
Collect all Campus Exemplar Educator Application forms from nominees	No later than January 6
Campus committee will review and score Nominee Applications with a committee – Name Campus Exemplar Educator and email name to fflores02@nidstx.org.	No later than January 15
Give your Campus Exemplar Educator the District Exemplar Educator Application Packet	No later than January 15
Scan the following items for your Campus Exemplar Educator to Felicia Flores at the office of the Assistant Superintendent for Curriculum and Instruction: ● Campus Exemplar Educator Application ● Campus Score Sheet ● District Exemplar Educator Application ● ***Please verify with your Campus Exemplar Educator that he/she has uploaded his/her video***	No later than February 8 **Note: The Campus Exemplar Educator Application asks each EE to submit their application to the campus principal by Feb. 4 to allow time for the principal to have the application delivered to Central Office by Feb. 8*

Teacher of the Year Panel selects finalists	Feb. 15 - March 12
Finalists and Principals notified by email	No later than March 12
Finalists Interview with Teacher of the Year Panel	March 25
Finalists Classroom Visits	March 29 - April 2
Once established, a schedule will be emailed to all retirees to let them know when the Communications Department will be at their campus/department to take their photo	March 2027
Exemplar Educators honored at Employee Inspire Celebration	April 22
Elementary and Secondary Teachers of the Year announced at Employee Inspire Celebration	April 22
Elementary and Secondary Teachers of the Year meet w/Communications Department and the Assistant Superintendent for Curriculum and Instruction to discuss the State Teacher of the Year application process	April 2027
Submit 1st draft of Teacher of the Year application to the office of the Assistant Superintendent for Curriculum and Instruction	May 14
Teachers of the Year will submit final draft of Teacher of the Year application to Region XI	May 31