



ARKANSAS  
DEPARTMENT  
OF EDUCATION

**Arkansas Teacher of the Year Selection Timeline**

*(Tentative)*

Prior to September 1, 2009	Post Commissioner's Memo announces a request for nominations
August 14, 2009	District application forms due at the Arkansas Department of Education no later than 4:30 p.m. on Friday, August 14, 2009
September 2009	TOY Panel Review Committee convenes and narrows to top four
September 2009	Conduct school site visits and conduct interviews with top four finalists
ON OR BEFORE Friday, October 30, 2009	Candidates' completed application must be in the National Teacher of the Year Program office
October 2009	Forward applications of the TOY Regional Semi-Finalists to Communications Director to develop speaking script and News Release
Mid – November 2009	Each member of the National Selection Committee receives from the National Program office a full set of the state applications for review prior to the initial meeting of the Committee
November 2009	Arkansas Teacher of the Year Gala Banquet—Governor's Mansion