



Educators have the support and resources to experience professional success.

Strategies	Quarter 1 (July – Sept)	Quarter 2 (Oct – Dec)	Quarter 3 (Jan – Mar)	Quarter 4 (Apr – June)
Golden Apple Program	<p>Golden Apple Process – General</p> <ul style="list-style-type: none"> Update 25-26 TOD Application in AwardSpring Review/Update Rubrics/Scoring for 25-26 Program scoring – invite CCPS feedback Update TOD Prep Session Materials Introduce GA process updates to principals and update website information. Meet with principals in person to review information (June-Aug) Coordinate/finalize planning McDonald's Breakfast to be included in TOD timeline Plan program for TOD Reception, Confirm LifeTouch for TOD photos <p>Golden Apple Selection Process – Teachers</p> <ul style="list-style-type: none"> TOD nomination cards shared to schools and community (~Aug 15 or sooner) Deadline for return of nomination forms to CFL (~Sep 5) Principals notified of nominations, no more than 1 teacher or 1 co-teach team nominated by school. Principals notify CFL, digital application/timeline/program info sent to teachers (~ Sep 15) Nomination cards returned to schools addressed to Teachers via PONY (~Sep 15) <p>Golden Apple Selection Committee</p> <ul style="list-style-type: none"> Establish onboarding and orientation for 25-26 committee members in collaboration with Volunteer Manager (July-Aug) Finalize Golden Apple Committee (Aug-Sep) need 20-25 committee members New committee member orientations (Aug-Sep) 	<p>Golden Apple Process – General</p> <ul style="list-style-type: none"> Confirm Prize Patrol date with CCPS for the week of Mar 2 Prepare TOD Inserts, print (Elephant Creative), deliver to schools via Volunteers or PONY before Holiday break Prep TOD Practices/Bios for Best Practices Booklet Support the Director of Special Events and Development team as needed in preparation for the Celebration of Teachers, including coordination of teacher information, event planning, marketing, and communications efforts. <p>Golden Apple Selection Process – Teachers</p> <ul style="list-style-type: none"> TOD Prep Session to discuss process - submission, presentation, site-visits, key dates (~Oct 8) Teacher Applications DUE (~Oct 17) <ul style="list-style-type: none"> Begin confirming Teacher site-visit availability (Oct-Dec, Teachers notified before Holiday Break of site-visit dates/times) TOD Reception to kick off the 2025-2026 Golden Apple Program/Headshots by LifeTouch (~Oct 23) followed by County-wide recognition of TODs the next day <ul style="list-style-type: none"> Each TOD receives a \$250 award TOD Presentations to Golden Apple Committee (Dec 8-11) <ul style="list-style-type: none"> December 8-9: Middle School, High School & Technical Colleges December 10-11: Elem A/B/C <p>Golden Apple Selection Committee</p> <ul style="list-style-type: none"> Assign volunteers to sub-committees Golden Apple Kick-Off Meeting (early Nov after TOD Reception) Draft and Confirm Committee Site-Visit schedule (Oct-Dec) - Committee notified before Holiday Break 	<p>Golden Apple Process – General</p> <ul style="list-style-type: none"> Begin writing/working with Elephant Creative on production of TOD Best Practices Booklet Pending final selection committee meetings and identification of GA Recipients, confirm final route and Prize Patrol details with CCPS Leadership, transportation, and Principals. Work with Development to identify participating sponsors, media, and professional services (photographers, media, etc.) Order Apples/Bases for GA Celebration of Teachers from Master Teacher Awards, Glass awards for TODs from Naples Awards Support the Director of Special Events and Development team as needed in preparation for the Golden Apple Celebration of Teachers, including coordination of teacher information, event planning, marketing, and communications efforts. <p>Golden Apple Selection Process – Teachers</p> <ul style="list-style-type: none"> McDonald's Breakfast (Jan/Feb TBD) Site visits (Jan-Feb) Prize Patrol (Week of Mar 2) TOD/GA notifications of GA Selection GA Recipient Meetings (prep for Award Show) <p>Golden Apple Selection Committee</p> <ul style="list-style-type: none"> Site visits (Jan-Feb 13) The Golden Apple Selection Committee (limited, consistent team) will visit the classroom/site for each TOD to see the practice in action. Each visit will last for approximately 30 minutes, and each teacher will have 2-3 visits. Committee scores DUE in AwardSpring (before Final Selection Meetings) 	<p>Golden Apple Process – General</p> <ul style="list-style-type: none"> Production of Best Practices Booklet (before Celebration of Teachers) Support the Director of Special Events and Development team as needed in preparation for the Celebration of Teachers, including coordination of teacher information, event planning, marketing, and communications efforts. Annual Planning for 26-27 (May-June) <p>Golden Apple Selection Process – Teachers</p> <ul style="list-style-type: none"> GA Speech Rehearsals Student Speech Rehearsals TOD Confirmation of Participation for Celebration of Teachers Teacher/CCPS Feedback survey for 25-26, suggestions for 26-27 <p>Golden Apple Selection Committee</p> <ul style="list-style-type: none"> Committee Debrief for 25-26, feedback for 26-27 school year (May)



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		<ul style="list-style-type: none"> ○ Teacher availability for 2-3 visits, confirm with teachers • Committee scores for Application DUE in AwardSpring before Thanksgiving break • TOD Presentation Nights Dec 8-11 <ul style="list-style-type: none"> ○ Volunteers needed for check-in/registration, AV/Tech support • Committee Scores for Presentations DUE in AwardSpring before Holiday Break 	<ul style="list-style-type: none"> • Final Committee Selection Meetings (Feb 17-20) <ul style="list-style-type: none"> ○ Confirm Committee participation in Prize Patrol • Invitations/RSVPs to Golden Apple Celebration • Schedule final Committee Debrief for May 	
<p>Educator & Classroom Grants</p>	<p><u>Classroom Grants – General</u></p> <ul style="list-style-type: none"> • Communications/Marketing plan for Grant Portal opening (June-July) • Work with CFO/CDO to create a transparency communication on available funding for ClassWallet (June-July) • Approve/Post principal approved grants to Find It Fund It (ongoing, beginning July 1) • Implementation Workbook for 25-26 ClassWallet Account - work with CFO to ensure contract signing and invoice paid (July-Sep) • Confirm Classroom Grant Delivery Day with CCPS (early August) • Begin building master scoresheet for committee scores (mid Sep) <p><u>Classroom Grants – CCPS</u></p> <ul style="list-style-type: none"> • Funding Transparency and Program overview shared to CCPS Principals/Educators, and updated on website (June-July) • Find It Fund It opens to teachers (July 1) • Grant Portal opens to the public for funding consideration(July 15) • Grant Submission Deadline for internal funding (Sep 5) • CCPS Principals Meetings (Aug-Sep TBD) overview of CFL Student & Educator programs and key dates • Classroom Grant workshops at CFL and possibly school sites(work with past grant recipients/grants committee members) 	<p><u>Classroom Grants – General</u></p> <ul style="list-style-type: none"> • Approve/Post principal approved grants to Find It Fund It (ongoing) • ClassWallet Account set-up for funded grants (before delivery day, funds available next day) • Classroom Grant Delivery Day (TBD – on or before Oct 24) • Request checks internally for Private/Charter School funded grants • Prepare packets for Grant delivery (volunteers as needed) • Confirm volunteer participation for Grant Deliveries and packet pick-ups (early Oct, 15-20 volunteers needed); CFL staff to participate • ClassWallet account set-ups for grants funded after delivery day (ongoing) • Highlight Classroom Grant stories in collaboration with Marketing/Communications (ongoing) <p><u>Classroom Grants – CCPS</u></p> <ul style="list-style-type: none"> • Surprise Grant Delivery Day (TBD – on or before Oct 24) <ul style="list-style-type: none"> ○ Paper Checks for Private/Charter Schools ○ ClassWallet Accounts for CCPS • Award/Not Awarded communications post-delivery day to all applicants • Support teacher purchases and reimbursements (ongoing) <p><u>Classroom Grants – Committee</u></p>	<p><u>Classroom Grants – General</u></p> <ul style="list-style-type: none"> • Approve/Post principal approved grants to Find It Fund It (through Spring Break) • ClassWallet account set-ups for grants funded after delivery day (ongoing) • Highlight Classroom Grant stories in collaboration with Marketing/Communications (ongoing) <p><u>Classroom Grants – CCPS</u></p> <ul style="list-style-type: none"> • Support teacher purchases and reimbursements (ongoing) • Reminders – Classroom Grant portal closing, funds must be spent, outcome reports due (Mar-April ongoing) <p><u>FPL STEM Peer Learning Grant (CFEF)</u></p> <ul style="list-style-type: none"> • Participate in Observation dates as agreed upon with CCPS Coordinators (ongoing) • CFEF Teacher Surveys sent post-observations <p><u>Art for Democracy (with Supervisor of Elections)</u></p> <ul style="list-style-type: none"> • Judging for 2026 AFD selection process • Provide checks/awards to recipients 	<p><u>Classroom Grants – General</u></p> <ul style="list-style-type: none"> • Outcome Reports Due in Find It Fund It (May TBD) • Final expense reports due to CFL from Private/Charter schools • Archive 25-26 Grants • Review/Revise Grants program for 26-27 (May-June) • Annual Planning for 26-27 (May-June) <p><u>Classroom Grants – CCPS</u></p> <ul style="list-style-type: none"> • Support teacher purchases and reimbursements (ongoing through May) • Reminders – Classroom Grant portal closing, funds must be spent, outcome reports due (Mar-April) • Expense reports for non-ClassWallet Grants due (Mar-May) • End-of-Year Grant Impact Summary to Principals/Teachers (May TBD) <p><u>FPL STEM Peer Learning Grant (CFEF)</u></p> <ul style="list-style-type: none"> • Participate in Observation dates as agreed upon with CCPS Coordinators (ongoing) • Honorariums provided to participating teachers/schools • CFEF Final Outcome Report and Presentation (end of May)



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	<p>Classroom Grants – Committee</p> <ul style="list-style-type: none"> • Confirm 25-26 Grants Committee (July-Aug) • Grant Committee Meeting (Early Sept) • Committee Receives grant applications, scoring rubric, scoresheets (no later than Sep 12) • Committee Scores Due (Sep 29) <p>FPL STEM Peer Learning Grant (CFEF)</p> <ul style="list-style-type: none"> • Submit in July, begin planning with CCPS Science/Math Coordinators in August 	<ul style="list-style-type: none"> • Master Committee Scores and Grants Allocation (Sep 30-Oct 10) • Surprise Grant Delivery Day (On or before Oct 24, confirm committee participation) • Committee Debrief and Feedback (TBD) • Appreciation – thank you to committee members <p>FPL STEM Peer Learning Grant (CFEF)</p> <ul style="list-style-type: none"> • Identify Science/Math schools, objective, lead teachers, observing teachers, dates of observation • Participate in Observation dates as agreed upon with CCPS Coordinators (ongoing) 		
Keys dates	<ul style="list-style-type: none"> • CG - Grant Portal Opens (July 1) • CCPS Principal Meetings (Aug-Sep TBD) • GA - TOD Nominations begin (Aug 15) • GA - TOD Nominations due (Sep 5) • CG - First Committee Meeting (Sept TBD) <ul style="list-style-type: none"> ◦ Applications/rubrics/scoresheets sent, Scores DUE Sep 29 	<ul style="list-style-type: none"> • CG - Master Committee Scores and Grants Allocation (Sep 30-Oct 10) • GA - TOD Prep Session (~Oct 8) • GA - TOD Applications DUE (~Oct 17) • GA - TOD Kick-Off Reception (~Oct 23) • CG - Surprise Grant Delivery Day (on or before Oct 24) • GA - Committee kick-off (early Nov, TBD) • GA - TOD Presentations (Dec 8-11) • GA - Committee Scores DUE for Application (Nov 21) and Presentations (Dec 19) • GA - Confirm Site-Visit Schedule (Dec 19) 	<ul style="list-style-type: none"> • GA - Site Visits (Jan-Feb) • GA - McDonalds Breakfast (Jan-Feb TBD) • GA - Committee scores DUE in AwardSpring (before Final Selection Meetings) • GA - Final Selection Committee Meetings (Feb 17-20) • GA - PRIZE PATROL (week of Mar 2) 	<ul style="list-style-type: none"> • GA - Celebration of Teachers (TBD) • CG - Outcome Reports Due (May TBD) • May 4-8 - Teacher Appreciation Week • FPL - Outcome Report and Presentation (end of May) • Annual Planning for 26-27 (May-June)
Volunteer Roles	<ul style="list-style-type: none"> • GA - 20-25 Committee Members (4-5 per committee) • CG - 30-40 Committee Members • CG - 2-4 Volunteers or Teachers for Grant Workshops with CCPS 	<ul style="list-style-type: none"> • CG - 2-4 Volunteers to prepare Classroom Grants folders for Delivery Day • CG - 15-20 Volunteers to deliver Classroom Grants • GA - 5-10 Volunteers to deliver TOD inserts to schools • GA - 2 Volunteers for TOD presentations to the GA committee 		