

**DOLORES McCracken PSEA ESP  
Member of the Year 2023 –2024 Nomination  
Data Sheet**

**Nomination packet (including Data Sheet,  
Nomination Letter, and 3 letters of  
Recommendation) must be received by April 1.**

*All nominations must be sent to:*

Candace Kuba, PSEA  
400 North Third Street, P.O. Box 1724  
Harrisburg, PA 17105-1724

For further information call 717-255-7104

I hereby nominate \_\_\_\_\_ for the *Dolores McCracken PSEA ESP*  
*Member of the Year 2023—2024* award.

Nominee's Full Name \_\_\_\_\_ PSEA Member ID# \_\_\_\_\_

Nominee's Address \_\_\_\_\_

City \_\_\_\_\_ Zip Code \_\_\_\_\_

Local Affiliate \_\_\_\_\_

Nominator \_\_\_\_\_

Signature of Nominator \_\_\_\_\_

Local Affiliate \_\_\_\_\_

Nominator's Address \_\_\_\_\_

City \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone (home) \_\_\_\_\_ (work) \_\_\_\_\_

For further information, whom can we contact?

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

***All nominations will be evaluated on the basis of the criteria stated in the  
Dolores McCracken PSEA ESP Member of the Year Award brochure.***

**Nomination Criteria**

Any member being nominated must have been a member of PSEA for three years as of April 1, of the Award Year.

Nominees should fulfill the criteria specified on the awards information sheet in this packet. The reasons for the nomination should be given in the nomination letter. Please be specific in explaining how and why you are nominating this person.



**25th Annual** **2023 - 2024**

**DOLORES McCracken**  
**PSEA-ESP**  
*Member of the  
Year Award*



**NOMINATIONS MUST BE RECEIVED BY APRIL 1, 2024**

# Dolores McCracken

## PSEA - Education Support Professional Member of the Year Award

### Purpose

Dolores McCracken, the first ESP member in the history of PSEA to serve as the organization's President, began her career as a paraprofessional in the Council Rock School District. Dolores was a respected and beloved member/leader who dedicated her life to public education. To honor Dolores' enthusiasm and celebrate her substantial achievements, the PSEA House of Delegates voted to have the annual award of the ESP Member of the Year bear her name as a tribute to her outstanding service.

ESP members in Pennsylvania have been formally organized since 1972. Each and every year, sometimes several times a year, we at PSEA hear and receive wonderful reports of the outstanding work, community service, and dedication of many of these members.

The "Dolores McCracken PSEA ESP Member of the Year Award" is presented to a PSEA member who demonstrates outstanding accomplishments and reflects the contributions of ESP to public education. The recipient of the "Dolores McCracken PSEA ESP Member of the Year Award" will then be nominated for the National Education Association ESP of the Year Award.

### Criteria

Individuals nominated must have been a PSEA member for three years as of April 1 of the award year.

The nomination letter should provide specific examples of the nominee's impact in each of the following areas.

1. **Impact on students.** Describe specific actions you have taken and how those actions positively impacted student learning, social-emotional well-being, health and/or safety.
2. **Impact on families and the community.** Describe specific actions you have taken and how those actions have positively impacted families and/or the local community.
3. **Union engagement and activism, with a focus on ESP workforce issues.** Describe how your engagement and activism with the local or state union/association have positively impacted ESPs' professional stature (e.g., importance and reputation), stability (e.g., wages, benefits, and job security), and/or effectiveness (e.g., professional practice).
4. **Impact on colleagues.** Describe specific actions you have taken and how those actions have positively impacted

### Nomination Procedure

- ✓ Nominees may be nominated by any PSEA member in good standing; by any local of PSEA, or by the ESP Executive Board.
- ✓ Nominations must be accompanied by a completed "Nomination Data Sheet" (enclosed).
- ✓ Nominations must be received in the PSEA-ESP Region office no later than the close of business on April 1, 2024..
- ✓ All nominations should be copied to the member being nominated, the local association, and the ESP President.

### Contents of Nomination

Nomination packages must include all of the materials listed below, in the specified order.

Formatting instructions for all materials: 11-point type  
Single-spaced  
One-page maximum  
1 inch margins all around  
**Handwritten information is NOT allowed.**

All forms are also available electronically at <http://psea.org/esp>

Nominations that do not conform to deadlines and format specifications will be disqualified.

**1. Data Sheet - (Limit 1 page maximum) Fully complete nominee information and affiliate information. The Data Sheet should be marked "Page 1" of your packet, with the following pages numbered consecutively from there.**

**2. Nomination Letter - (Limit 5 pages maximum) Nomination letter must address each of the five criteria listed below. Please set off each area with the criteria heading to aid the Selection Committee during their review.**

- *Impact on students*
- *Impact on families and the community*
- *Impact on colleagues*
- *Union engagement and activism, with a focus on ESP workforce issues*

**3. Letters of Recommendation - Three (3) letters **must** be submitted with the nomination. Each letter must meet the following criteria.**

- \* Typed, one-page maximum, one-inch margins, and 11-point font.
- \* Each letter notes how long the writer has known the nominee and describes the capacity through which the writer is commenting on nominee's accomplishments and impact.

#### Submission Guidelines

1. Number the pages of the entire package consecutively, starting with the Data Sheet as page 1.
2. Paper clips are acceptable.
3. Do not use covers or other decorative packaging.
4. Include only the materials requested in these guidelines.
5. Keep a copy of all submitted materials.

### Selection of the Award Winner

All nominations received by PSEA ESP Region by the designated date will be reviewed for completeness and certification of membership. Eligible nominations will then be processed by the PSEA ESP Region Awards committee.

The Awards committee will be made up of at least one ESP member, one president of an ESP Local, and one ESP Board member.

The selection made by the committee will be presented to the ESP Region Board of Directors for consideration and approval.

The 2023 - 2024 award will be presented to the selected member at the PSEA House of Delegates in May.

The person selected as the PSEA Dolores McCracken PSEA ESP Member of the Year will be nominated to NEA for consideration for the NEA ESP of the Year Award..