

# ACEI Week of the Classroom Teacher and World Teachers' Day Planning Guide

In 1995, ACEI inaugurated the commemoration of the *Week of the Classroom Teacher (WOCT)* during the first week of May each year to honor the dedication and professionalism of classroom teachers. In 2005, ACEI moved its celebration to the first week in October to coincide with **World Teachers' Day** and to participate simultaneously in both events.

## Why focus on classroom teachers?

Teachers are the foundation of children's educational experiences. Teachers work side-by-side with parents and administrators every day to provide the best learning environment for their students. Often, they must find creative ways to stretch limited resources, sometimes even reaching into their own pockets to cover the cost of basic classroom materials. Their goal is to give each child the opportunity to do his or her best in school and beyond.

Many teachers have devoted their lives to educating our youth. ACEI honors the role of teachers worldwide who are dedicated to a flexible, child-centered approach to education, and committed to continuous quality teacher training.

## When is the Week of the Classroom Teacher and World Teachers' Day?

Each year, ACEI designates the **first full week of October** as Week of the Classroom Teacher. ACEI joins over 100 countries in commemorating the signing of the *Recommendation Concerning the Status of Teachers on 5 October 1966* by recognizing World Teachers' Day on **October 5**.

These events are an opportunity to spotlight publicly how important teachers are for our children and our nation, and to recognize educators' hard work and dedication. When you participate in these events, you encourage your community to become involved in the education of its children. When parents help to write notes or draw pictures to applaud special teachers, children recognize the value of education, and educators feel that other adults are supporting them.

**Planning and implementing is easy with these free resources:**

### Planning Guide

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*INSPIRE AN IDEA,  
CHALLENGE A MIND, and  
thereby SHAPE A FUTURE*

## Tips for Planning and Organizing Local Celebration Activities

### *ACEI sponsors*

***Week of the Classroom Teacher - October 1-7, 2006***

***World Teachers' Day - October 5, 2006***

Week of the Classroom Teacher is open to anyone who wants to honor teachers' work and their dedication. ACEI encourages parents, principals, directors, church groups, PTA or PTO associations, ACEI branches (student, local, and state/province/country), and others who want to offer sincere thanks and appreciation for teachers' contributions in education and society to use the following resources. Start planning ways to celebrate excellence in the classroom and quality teacher training!

#### **Form a Local Committee**

At each of the local, state, and international Branches, a *Week of the Classroom Teacher/World Teachers' Day* Committee should be formed to plan and implement Branch activities. Forming a committee ensures that your planning and implementation of activities will remain focused and on task. The more dedicated people you can involve in the planning process, the better. Remember it takes a village! Enthusiastic volunteers who have invested their time and energy are more likely to promote the event(s) within the community, and can become your greatest spokesperson. Word of mouth is still a valuable marketing tool!

#### **Develop a Plan**

To make your celebrations successful, good planning is essential. What's your goal? Brainstorm about your ideas/goals and potential activities. You can think big or small. Put it down on paper, use the ideas from the planning guide, and then decide what type of event(s) your Committee will be able to implement successfully. To get you started, the *Week of the Classroom Teacher/World Teachers' Day* Committee needs to consider:

- What type of celebration event(s) do we wish to plan?
- What is the budget?
- Where and when will the celebration event(s) take place?
- Who will organize and coordinate each event?
- If the celebration event(s) are not in our budget, who can we invite to co-sponsor with us?
- How do we involve the community?
- Who will be responsible for promoting the celebration event(s), including identifying media and community contacts, and conducting follow-up calls?
- Who will develop and distribute a calendar of events?

#### **Identify Strategies for Approaching Potential Sponsors or Co-sponsors**

Contact principals, local teachers' associations, PTOs or PTAs, early childhood organizations, local businesses, such as toy stores, bookstores, and family restaurants, as well as community centers, family-oriented publications, and local radio, newspaper and television stations to help sponsor or co-sponsor your celebration event(s). The broader the support for your event(s), the more likely your success.

Co-sponsorship lends greater visibility within the community. Co-sponsors may provide funding or in-kind donations such as display space, advertisement placing, or airtime on the radio.

## Tips for Planning and Organizing Local Celebration Activities *(continued)*

### Strategies for approaching potential sponsors or co-sponsors

- Inform the potential sponsor or co-sponsor that the *Week of the Classroom Teacher/World Teachers' Day* celebration is an annual event sponsored by the Association for Childhood Education International (ACEI), and tell them why ACEI celebrates these special events.
- Use the free resources within the *Week of the Classroom Teacher/World Teachers' Day* planning guide to provide background information. Call ACEI Headquarters to request *Week of the Classroom Teacher/World Teachers' Day* brochures and bookmarks.
- Provide your sponsor(s) with suggested activities and a timeline for implementation

### Delegate Responsibilities

To avoid confusion, delegate clear responsibilities with designated time lines to your committee members and others in the community. Without clearly defined job responsibilities, the overall responsibilities often overwhelm the planning committee members and discourage them from carrying out the responsibilities again the following year. If you are planning a large celebration event(s), consider forming separate committees for different functions.

Responsibilities of the committee(s) may include:

- Seek potential sponsors or co-sponsors (make sure you have a contact for each sponsor)
- Write and distribute news releases to the local newspaper(s)
- Contact your local radio or television stations and inquire about PSA guidelines
- Reach out to local community leaders
- Contact ACEI Headquarters to obtain promotion materials, such as brochures, letterhead, and bookmarks
- Prepare and distribute a calendar of events, and any other promotional materials, to local public and private school libraries, classroom teachers, child care center directors, and early childhood program directors
- Plan and implement the celebration event(s)
- Send notes of appreciation to sponsors or co-sponsors for their participation
- Report the *Week of the Classroom Teacher/World Teacher's Day* celebration event(s) to ACEI's Public Relations Manager for publication in the *ACEI Exchange*

### Secure Funding and Utilize Community Resources

Implementing *Week of the Classroom Teacher/World Teachers' Day* activities will involve some costs. Volunteers will help minimize some expenses, and seeking sponsorship will help secure community resources and funding support.

Suggested creative approaches to secure funding include:

- Establish a "Celebration of Classroom Teachers Fund" at the local Branch, or include such funding in your budget

## Tips for Planning and Organizing Local Celebration Activities *(continued)*

- Hold fundraising activities, such as bake sales, reading marathons, etc.
- Seek sponsorship from PTOs or PTAs, teachers' associations, civic groups, business and community organizations (local banks, department stores, radio and television stations, and church groups); request funds or in-kind donations
- Design and sell *Week of the Classroom Teacher/World Teachers' Day* buttons, T-shirts, or other items

### **Design Community-Wide Events that Recognize Contributions from Diverse Groups**

Activities can be planned and implemented by a student branch, local/state branch or classroom. However, you can make a greater impact by reaching out to the community and to the parents!

#### **Make your celebration event(s) or activities community-wide.**

Reach out to diverse groups in the community. Recognize those teachers who work with special needs, culturally diverse, and socially and economically challenged children and families. Raise community awareness of the unique responsibilities and challenges these teachers face, and provide support for the programs they are working with.

### **Generate Publicity**

There are many creativity ways to involve the community, and to bring attention to the importance of teachers and the need to honor them. Use the following suggestions as guidelines to help you come up with your own unique ideas.

- Use the sample press releases and letters to parenting publications to tell the public about your *Week of the Classroom Teacher/World Teachers' Day* event(s)
- Broadcast PSAs (public service announcements) on local radio stations
- Post your celebration event(s) on the local television stations community calendar
- Encourage local radio personalities or news reporters to highlight your fundraising efforts
- Request that a local business or restaurant feature your event(s) with a note of thanks to teachers on their marquee
- Ask parents to honor their child's teacher(s) during the *Week of the Classroom Teacher/World Teachers' Day*
- Ask your local library to post artwork created by your classroom in honor of *Week of the Classroom Teacher/World Teachers' Day*
- Ask your local community center, child care centers, or any child-oriented establishment to display posters/fliers
- Publish a *Week of the Classroom Teacher* proclamation in the local newspaper

## Ideas and Activities For Your Celebration

There are many activities that can be held throughout the Week of the Classroom Teacher/World Teachers' Day. The following are some suggestions to get you started. **Plan early** on how to thank those who shape the world's children. Get your parents, students, and community involved!

### Suggested Week of the Classroom Teacher/World Teachers' Day Activities:

#### *Parents*

- Host a celebration coffee break, breakfast, or luncheon
- Host a "My Favorite Teacher" story sharing time
- Organize a "Teachers' Library" book drive
- Contribute dolls and toys of every race to your child's classroom or to the play area at your child's day care center
- Write a thank-you note to YOUR favorite teacher(s)
- Obtain a proclamation from your mayor
- Ask local media to feature a teacher each day
- Advocate for policies that reflect teacher success
- Ask merchants to hold a "Teachers' Discount Day"
- Help children to write an appreciation note
- Arrange a reception to honor teachers' dedication

#### *Students and Student Educators*

- Write an article about your favorite teacher(s) for the school newspaper
- Bring your teacher a flower or small gift of appreciation
- Draw a picture of your favorite teacher
- Send a thank-you note to your teacher
- Read a book about a famous teacher
- Send a note of appreciation to the teacher who inspired you to pursue teaching

#### *Administrators*

- Present certificates of appreciation to staff
- Feature teachers in a Hall of Excellence display
- Share success stories during a staff meeting
- Hang a "Thank-You" banner at your school

#### Teachers Make a Difference

In 1899, American kindergarten teacher Patty Smith Hill taught her class "Good Morning to You," a song she had written with her sister Mildred. Soon thereafter, the title changed and "Happy Birthday to You" became well-known around the world.



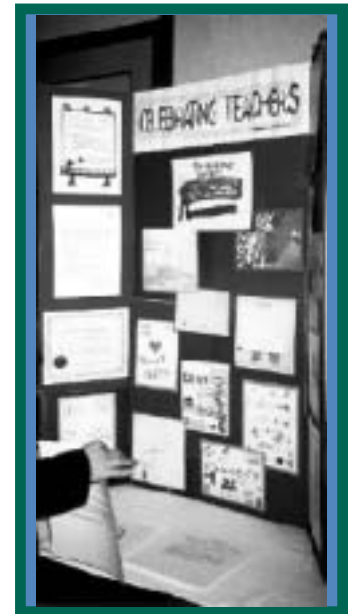
Marie Montessori opened the first children's house in 1907, developing a system of education designed to meet the needs of the child. The Montessori system allows the child to develop at his or her own pace in a multiage environment, using his or her own abilities, and the use of specially designed activities and equipment.

## Ideas and Activities For Your Celebration *(continued)*

- Hold a student concert performance for teachers
- Praise teachers' work in the school newspaper
- Hang teachers' stories on bulletin boards
- Honor outstanding practices in your school
- Organize a seminar or forum concerning the challenges and opportunities of being a teacher
- Hold an essay contest on "My most memorable learning experience from a teacher," and have the winning essay published in the local newspaper

### *Local Businesses*

- Donate classroom supplies and teaching aids
- Contribute to a classroom fund
- Display a "Thank-You" message on your marquee
- Encourage dignitaries to honor teachers
- Hold a "Discount Day" for teachers in your store
- Encourage employees to tutor students
- Sponsor projects through PTA/PTO or civic groups
- Sponsor Hall of Excellence at an ACEI conference



ACEI supports recognition, respect, and empowerment for the professional childhood educator. As you plan your event(s), visit ACEI's Web site, [www.acei.org](http://www.acei.org), for more information about *Week of the Classroom Teacher/World Teachers' Day*, or about ACEI history and resources. During the first full week of October, honor the professionalism and dedication of teachers everywhere. Reach out to your colleagues and community, and encourage them to promote quality teacher training and developmentally appropriate classroom resources/techniques, and raise their awareness of the rights and needs of all children.

To receive *Week of the Classroom Teacher/World Teachers' Day* brochures, letterhead, or bookmarks, contact:

Jana Pauldin, Public Relations Manager  
 301-570-2111 (1-800-423-3563 in United States and Canada only)  
 or send E-mail to [jpauldin@acei.org](mailto:jpauldin@acei.org)

**Share your Week of the Classroom Teacher/World Teachers' Day event(s)/activities!**

## Week of the Classroom Teacher/World Teachers' Day is an opportunity to:

- Encourage your community to get involved in the education of children
- Teach children the value of education
- Make educators aware that other influential adults support them

Celebrations are held annually during the first full week of October.



### Examples of ACEI Branch Activities:

#### *Hong Kong & Macau China ACEI*

distributed awards to teachers for their exemplary practices & contributions in education at annual celebration; offered seminars and workshops to encourage teachers and students to nominate outstanding teachers

#### *NSU - Tahlequah ACEI*

showcased their Week of the Classroom Teacher proclamation issued by Governor Brad Henry on a local news broadcast. Students also offered suggestions for families/individuals to honor the 48,000 classroom teachers in Oklahoma

#### *West Tennessee ACEI*

designed Week of the Classroom Teacher notepads, and distributed them to 4 area school districts and to child care centers; held Hall of Excellence during the WTACEI Fall Conference

#### *Yellow Rose ACEI*

presented teachers at the Center for Young Children, located on their campus, Texas A&M Kingsville, a bouquet of flowers for their work with the children

#### *University of Houston-Clear Lake ACEI*

collaborated with three other student education organizations to hold an informational meeting; provided dinner and dessert

#### *Eastern Illinois University ACEI*

donated \$100 to the campus Haiti Connection to be used for the school and their teachers; petitioned the Charleston City Council and obtained proclamation for Week of the Classroom Teacher from the mayor of Charleston

#### *Tennessee ACEI*

awarded "Classroom Excellence" awards to 10 teachers in infant through middle school programs and classrooms; each winner received a free ACEI membership for one year; received proclamation from Governor Phil Bredesen

#### *Oregon ACEI*

members attended a staff meeting of all schools that participated in Branch's annual Scholastathon; shared ACEI materials and provided snacks; held Hall of Excellence

#### *Hutchison Kansas Branch ACEI*

organized WOCT display at local mall featuring model classroom, books, teacher mannequin

#### *Greenwood Arkansas ACEI*

provided refreshing drink to Media Specialist during Week of Classroom Teacher activities





*Association for  
Childhood Education International  
sponsors*

*Week of the Classroom Teacher, October 1-7  
World Teachers' Day, October 5*

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# CERTIFICATE OF APPRECIATION

*presented to*

*by the*

ASSOCIATION FOR CHILDHOOD EDUCATION INTERNATIONAL

*In recognition of your commitment to ensuring the inherent rights, education and well-being of all children and your dedication to the teaching profession. Thank you for touching the lives of many children throughout your career.*

  
Executive Director

**ACEI**

1892-2006  
Week of the Classroom Teacher

\_\_\_\_\_  
ACEI Representative



**Association for  
Childhood Education International**  
*sponsors*

***Week of the Classroom Teacher, October 1-7***  
***World Teachers' Day, October 5***

There is no other job that has a greater influence on how our children contribute to society than that of a teacher. Below are suggested activities to honor these dedicated and hard-working professionals.

*A teacher affects eternity; he can never tell where his influence stops.*

*Henry Adams*

Suggested Activities For Parents

- T** Thank a teacher by donating classroom supplies or teaching aids.  
**H** Hang a "Thank You, Teachers" banner at a local school.  
**A** Approach local groups to contribute to a "classroom supply" fund.  
**N** Notify principals and superintendents about a teacher's dedication.  
**K** Keep in contact with your child's teacher by writing a note of appreciation.
- T** Talk to your child about your favorite classroom teacher.  
**E** Encourage dignitaries to recognize teachers with certificates or awards.  
**A** Ask other parents to participate in the Week of the Classroom Teacher.  
**C** Coordinate a celebration coffee or luncheon for your child's teacher.  
**H** Honor "Teacher Appreciation Day" by sending flowers to the school.  
**E** Establish a parents group to provide after-school tutoring.  
**R** Recognize local teachers by writing a letter to your local newspaper.  
**S** Sponsor children's projects through PTA or civic groups.

**Make a commitment to our future by honoring the  
educators of the world's children.**

**B**ecause

Teachers Educate

Teachers Question

Teachers Lead

Teachers Inspire

*Founded in 1892 as the International Kindergarten Union (IKU), the Association for Childhood Education International (ACEI) is the oldest professional organization in the world dedicated to the development of the child, from birth through early adolescence. ACEI's primary purpose is to promote the inherent rights, education, and well-being of all children in the home, school, and community. Members are educators, parents, and other caregivers who are dedicated to a flexible, child-centered approach to education and have a genuine interest in helping each child learn successfully and fulfill his or her potential. For more information about ACEI, the Week of the Classroom Teacher or World Teachers' Day, visit [www.acei.org](http://www.acei.org) or call us at 800.423.3563.*

# Sample Press Release

CONTACT: [Your Name/Title]

PHONE: [Your Referred Contact Number/E-Mail Address]

FAX:

## FOR IMMEDIATE RELEASE

**[BRANCH AFFILIATION/SCHOOL NAME] JOINS  
INTERNATIONAL EDUCATION ASSOCIATION CELEBRATE  
“WEEK OF THE CLASSROOM TEACHER”  
AND  
“WORLD TEACHERS’ DAY”**

[CITY/STATE], [DATE], 2006 —In recognition of the outstanding contributions made by classroom teachers to help the children of [SCHOOL DISTRICT NAME] succeed, [SCHOOL NAME] will join in a worldwide effort to honor educators during the Week of the Classroom Teacher (October 1-7, 2006) and World Teachers’ Day on October 5. [NAME OF SCHOOL OR DISTRICT] invites community members to attend the following events: [DESCRIPTION OF CELEBRATION EVENT(S) - include location/time/fee, if applicable].

[insert your own quote or use the following] “Teachers are the foundation of children’s educational process,” states ACEI Executive Director Gerald C. Odland. “They work side by side with parents and administrators every day to provide the best learning environment for their students. Their goal is to give each child the opportunity to do his or her best in school and beyond. This is our way of saying thank you.”

ACEI believes there is no other job more important to our children’s future than teaching. For this reason, ACEI annually designates the first full week of October to formally honor and recognize teachers for their hard work and dedication. ACEI Branches, parents, administrators, civic and community groups, and teacher associations worldwide hold activities to publicly recognize how important teachers are for our children and our nation.

[BRANCH/ORGANIZATION NAME] is a member of the Association for Childhood Education International (ACEI), the oldest professional organization in the world dedicated to the development of the child, from birth to early adolescence. ACEI provides support to 11,000 members in 51 countries. The [BRANCH/ORGANIZATION NAME], with [NUMBER OF MEMBERS], works to establish and maintain the highest standards for growth, development and learning while supporting recognition, respect, and empowerment for the professional childhood educator.

###

# Sample Letter to Editor

[DATE]

Dear Editor,

Good teachers form the foundation of good schools. Often, they must find creative ways to stretch limited resources, sometimes even reaching into their own pockets to cover the cost of basic classroom materials. Teachers work side-by-side with parents and administrators to provide the best learning environment for their students to reach their full potential in school and beyond.

The first full week of October is designated by the Association for Childhood Education International (ACEI) as Week of the Classroom Teacher, and October 5 is recognized as World Teachers' Day. [BRANCH/ORANIZATION NAME], a member of ACEI, recognizes how important teachers are for children around the world and celebrates their hard work and dedication to inspire excellence in the classroom. Teachers will be honored in more than 100 different countries, states, and provinces around the world.

ACEI, the oldest professional organization in the world dedicated to the development of the child, from birth to early adolescence, works to establish and maintain the highest standards for growth, development, and learning while supporting recognition, respect, and empowerment for the professional childhood educator.

Week of the Classroom Teacher and World Teachers' Day provide an opportunity for the community to become involved in the education of children. When we applaud our teachers, children recognize the value of education, and educators feel that others support their contributions to the rights and needs of children.

We must continue to encourage the continuous professional growth of educators. Improving teachers' skills and knowledge is one of the most important investments in time and money that local, state, and national leaders can make in education. Celebrating excellence in the classroom means celebrating those who inspire, challenge, and shape the future.

Sincerely,

[Your Name, Address, Preferred Contact Number]

# Sample Letter to Local Organizations

Dear [NAME OF CONTACT AT ORGANIZATION]:

The first full week of October is designated by the Association for Childhood Education International (ACEI) as the Week of the Classroom Teacher, and October 5 is recognized as World Teachers' Day. Teachers will be honored in more than 100 different countries, states, and provinces around the world.

On behalf of the ACEI Executive Board and the [BRANCH NAME], we would like to invite [NAME OF ORGANIZATION] to participate in the planning, promotion, and hosting of Week of the Classroom Teacher. This will be a great opportunity for the members of our organizations to work together and to applaud the dedication of the classroom teacher, and to recognize the value of education.

[DESCRIBE YOUR TENTATIVE PLANS AND HOW THE ORGANIZATION CAN BECOME INVOLVED]

Founded in 1892 as the International Kindergarten Union, ACEI is the oldest professional organization in the world dedicated to the development of the child, from birth to early adolescence. ACEI provides support to 11,000 members in 51 countries. Its primary purpose is to promote the inherent rights, education, and well-being of all children in the school, home, and the community. Members are educators, parents, and other caregivers who are dedicated to a flexible, child-centered approach to education, and have a genuine interest in helping each child learn successfully and fulfill his or her potential. ACEI sponsors an annual international conference, advocates on educational topics, issues position statements, and publishes the award-winning publication *Childhood Education*, as well as the *Journal of Research in Childhood Education*.

I sincerely hope [NAME OF ORGANIZATION] will be able to participate. Please contact me at [PREFERRED CONTACT NUMBER] or by E-mail at [E-MAIL ADDRESS] by [INSERT RESPONSE DATE].

On behalf of [BRANCH NAME], thank you for your support and helping us to celebrate the Week of the Classroom Teacher and World Teachers' Day during the week of October 1-7, 2006.

Sincerely,  
 [YOUR NAME]  
 [BRANCH NAME]

# Community Service Script

## *COMMUNITY SERVICE SCRIPT - LIVE COPY*

### **Week of the Classroom Teacher & World Teachers' Day**

FOR USE: October 1-7

Time: 60 seconds

Organization: [NAME OF BRANCH], member of the Association for Childhood Education International (ACEI)

Main Point: Celebrating Excellence in the Classroom and Encouraging Professional Development for all teachers, at every level

Good teachers form the foundation of good schools. Often, they must find creative ways to stretch limited resources, sometimes even reaching into their own pockets to cover the cost of basic classroom materials. Teachers work side-by-side with parents and administrators to provide the best learning environment for their students to reach their full potential in school and beyond.

October 1-7 is Week of the Classroom Teacher, and October 5 is recognized as World Teachers' Day, a time for the community to applaud its teachers, for children to recognize the value of education, and for educators to feel that their contributions to the rights and needs of children are worthy.

This week, celebrate excellence in the classroom, and encourage our local, state, and national leaders to make education a priority by promoting quality education and the professional development of educators.

For more information, contact [MEDIA CONTACT OF BRANCH] at [PREFERRED CONTACT NUMBER], or visit [www.acei.org](http://www.acei.org) [OR INSERT YOUR WEB SITE THAT FEATURES YOUR CELEBRATION EVENT(S)].

# Sample Proclamation Request

The Honorable [Governor's Name]  
 State Capital  
 [Address]

***Re: "Week of the Classroom Teacher" Proclamation***

Dear Governor [Governor's Last Name],

I am writing to request that you proclaim October 1-7, 2006, as the "**Week of the Classroom Teacher**" in the state of [name of state].

Teachers work side-by-side with parents and administrators every day to provide the best learning environments for their students. Often, they must find creative ways to stretch limited resources, sometimes even reaching into their own pockets to cover the cost of basic classroom materials. Their goal is to give each child the opportunity to do his or her best in school and beyond. The ACEI Week of the Classroom Teacher is an opportunity to spotlight publicly how important teachers are for our children and our nation, and to recognize educators' hard work and dedication.

ACEI also joins over 100 countries in recognizing the United Nations Educational, Scientific and Cultural Organization (UNESCO) World Teachers' Day celebration on October 5. ACEI chapters all over the world will participate in these celebrations.

We would be honored if you would **support teachers by declaring October 1-7, 2006, the Week of the Classroom Teacher**. I've enclosed information about the program and sample language for the proclamation. Please send the proclamation to:

[Name of Branch/Organization]  
 [Contact Person]  
 [Address]

Thank you for your consideration.

Sincerely,  
 [Your name]  
 [preferred method of contact]

**\*If [name of state] no longer issues proclamations, we ask that you consider sending a letter of support.**

# Sample Proclamation Language

## October 1-7, 2006 - Week of the Classroom Teacher

**Whereas**, the people of (city) are proud to join with the Association for Childhood Education International on the occasion of the “Week of the Classroom Teacher” during the week of (dates); and

**Whereas**, teachers throughout our nation and the Association for Childhood Education International work to promote the inherent rights, education, and well-being of all children; and

**Whereas**, as a crucial part of children’s educational experiences, teachers work side-by-side with parents and administrators every day to provide the best learning environments for students; and

**Whereas**, teachers use their skills to help ensure that our children have the resources necessary to become productive citizens and future leaders; and

**Whereas**, the observance of the ACEI “Week of the Classroom Teacher” provides a unique opportunity for citizens throughout (city) to honor our teachers for their dedication to upholding the highest standards of educational excellence and for their commitment to ensuring that our young people achieve their maximum potential:

**NOW, THEREFORE**, I, (name), Mayor of the city of (city), do hereby proclaim (dates), as “Week of the Classroom Teacher” in (city) and do urge all residents to honor teachers throughout the region for their significant contributions to our children’s futures.

In witness whereof, I have hereunto set the Great Seal of the City of (city), affixed this (day) of (month), (year).

## Sample Letter to School Principal (from ACEI Member)

Dear Principal [Name]:

I am writing to request that you add to your school calendar an important celebration that honors the professionalism of educators: the Week of the Classroom Teacher and World Teachers' Day, during the week of October 1-7, 2006. This annual event, sponsored by the Association for Childhood Education International (ACEI) and its 11,000 members worldwide, is an opportunity to communicate to the public the message that teachers are valuable professionals whose dedication directly affects the future of our children.

The members of the [Name of Branch] wish to extend an invitation for you to join ACEI, parents, students, PTAs, PTOS, teachers, and other community members on [Date, Time, Location of Event(s)] for [Describe activities].

Please contact me at [Phone/E-mail] by [Date] to confirm your attendance.

On behalf of [Name of Branch] and the teachers of [Name of School, Center or Program], I thank you in advance for helping to make this year's ACEI Week of the Classroom Teacher/World Teachers' Day celebrations, held during the week of October 1-7, 2006, a great success.

Sincerely,

[Your Name]

For more information about ACEI or the Week of the Classroom Teacher/World Teachers' Day, visit [www.acei.org](http://www.acei.org) or call (800) 423-3563.

## Sample Letter to School Principal (from Non-ACEI Member)

Dear Principal [Name]:

I am writing to request that you add to your school calendar an important celebration that honors the professionalism of educators: the Week of the Classroom Teacher and World Teachers' Day, held during the week of October 1-7, 2006. This annual event, sponsored by the Association for Childhood Education International (ACEI) and its 11,000 members worldwide, is an opportunity to help communicate to the public that teachers are valuable professionals whose dedication directly affects the future of our world.

Please accept this invitation to join parents, students, teachers, and other community members on [Date, Time, Location of Event(s)] for [Describe activities]. You may contact me at (phone/email) by (date) to confirm your attendance.

Founded in 1892 as the International Kindergarten Union, ACEI is the oldest professional organization in the world dedicated to the development of the child, from birth to early adolescence. ACEI provides support to 11,000 members in 51 countries. Its primary purpose is to promote the inherent rights, education, and well-being of all children in the school, home, and the community. Members are educators, parents, and other caregivers who are dedicated to a flexible, child-centered approach to education, and have a genuine interest in helping each child learn successfully and fulfill his or her potential. ACEI sponsors an annual international conference, advocates on educational topics, issues position statements, and publishes the award-winning publication *Childhood Education*, as well as the *Journal of Research in Childhood Education*.

I thank you in advance for helping to make this year's ACEI Week of the Classroom Teacher/World Teachers' Day celebrations, during the week of October 1-7, 2006, a great success.

Sincerely,

[Your Name]

A free planning guide and additional information about ACEI or Week of the Classroom Teacher/World Teachers' Day are available at [www.acei.org](http://www.acei.org).

## Parent-School Newsletter Article

### *Quick Tips for Celebrating the Week of the Classroom Teacher and World Teachers' Day*

Recognition of *Week of the Classroom Teacher and World Teachers' Day* is a positive outlet for idealism. It's an opportunity to demonstrate to the world that there is no other profession more important to our children than teaching.

Let's join the members of the Association for Childhood Education International (ACEI) as they say thank you to the people who shape tomorrow.

#### **Remember:**

- ◆ It's never too early to start planning. Start setting aside your children's drawings, photos, extra art supplies, and any other special items that can be used in a *Week of the Classroom Teacher/World Teachers' Day* display.
- ◆ It's easy — free materials are available at [www.acei.org](http://www.acei.org). Download and print certificates, a community service script, sample press release or letter to the editor, and more. You get a complete "how-to" kit in just a few minutes.
- ◆ Call ACEI Headquarters and request *Week of the Classroom Teacher/World Teachers' Day* brochures and bookmarks.
- ◆ It's important — when you participate in the *Week of the Classroom Teacher/World Teachers' Day* events, you encourage your community to become involved in the education of children. When parents help to write notes or draw pictures to applaud special teachers, children recognize the value of education, and their educators become aware that other adults are supporting them.

### *Week of the Classroom Teacher/World Teachers' Day at-a-Glance*

ACEI encourages parents, administrators, teachers, students, and community organizations worldwide to honor classroom teachers during the first full week of October.

*Week of the Classroom Teacher* is October 1-7, 2006.

*World Teachers' Day* is October 5.

Suggested activities, such as award luncheons, thank-you cards, and Hall of Excellence displays, can be found in the **FREE** planning guide located at [www.acei.org](http://www.acei.org).

# ACEI FACT SHEET

## **Mission**

The primary purpose of the Association for Childhood Education International (ACEI) is to promote the inherent rights, education, and well-being of all children in the home, school, and community.

## **History**

ACEI was founded in 1892 as the International Kindergarten Union (IKU). Today, it is the oldest professional organization in the world dedicated to the development of the whole child, from birth to adolescence.

In the 1960s, ACEI helped establish a nationwide program for the training, assessment, and credentialing of Child Development Associate (CDA) candidates.

Since 1989, ACEI has been designated by the National Council for Accreditation of Teacher Education (NCATE) to be responsible for the program review process for elementary teacher education programs.

## **United Nations Representation**

ACEI is a member of the United Nations' nongovernmental organizations (NGOs). Granted consultative status by UNICEF and ESCOSCO, we share concerns and expertise on leading children's issues.

## **Membership**

ACEI provides support to 11,000 members worldwide.

## **ACEI Publications**

*Childhood Education*, the organization's official journal, is issued 6 times a year. Published since 1924, *CE* has won numerous awards, including a 2000 Distinguished Achievement Award from the Association of Educational Publishers.

ACEI's quarterly *Journal of Research in Childhood Education (JRCE)* features articles that advance knowledge and theory of the education of children.

ACEI also publishes ACEI Professional *Focus Quarterlies* (Infants & Toddlers; Pre-K & K; Elementary; Middle School; Inclusive Education; Teacher Education), *ACEI Speaks* brochures, and *ACEI Exchange*, a 16-page newsletter filled with news of ACEI events, ready-to-use classroom ideas, and more.

## **Archives**

Housed at the University of Maryland at College Park, the ACEI Archives' files, personal papers, photographs, artifacts, and memorabilia are a major resource for research on childhood education.

## **Recognition Programs**

ACEI annually sponsors the *Week of the Classroom Teacher* during the first full week of October in conjunction with World Teachers' Day (October 5), as well as "Celebrations of Teacher Success" throughout the year.

ACEI offers more than 15 awards and grants annually to individual members and to ACEI branches.

## **ACEI Position Paper topics include:**

Banning of Corporal Punishment of Children  
The Child-Centered Kindergarten  
Child-Centered Middle Schools  
The Child's Right to the Expressive Arts  
On Standardized Testing  
Play: A Necessity for All Children  
Preparation of Early Childhood Teachers  
Preparation of Elementary Teachers

ACEI also publishes more than 100 books, compilations in print, and audio and videotapes.

## **Events**

The ACEI Annual International Conference & Exhibition features over 200 presentations by educators from around the world. The 2006 conference is in San Antonio, TX, April 12-15.

ACEI supports recognition, respect, and empowerment for the professional childhood educator.

*To learn more about ACEI or  
Week of the Classroom Teacher/World Teachers' Day,  
please call 301-570-2111  
(800-423-3563 in United States and Canada only), or  
visit [www.acei.org](http://www.acei.org).*

## ACEI Resolution on Professional Training

**Whereas** many individuals who work with children from birth through adolescence are not trained to do so; and

**Whereas** the conditions under which group care of children from birth to adolescence need to possess a knowledge base sufficient to the task set before them;

**THEREFORE, BE IT RESOLVED:**

ACEI calls for worldwide professional expectations of those who work with children, birth to adolescence.

*April 1995*

## ACEI Resolution to Reaffirm Educators in the Education Profession

**Whereas** ACEI is an international organization; and

**Whereas** the status of educators and the education profession is at an extremely low level; and

**Whereas** the recent trend has been toward detrimental policies at the local, state, national, and international levels with inappropriate assessments of students, educators, schools, and unrealistic expectations placed upon educators that undermine the profession; and

**Whereas** the above socio-political trends jeopardize opportunities for social equity and positive transformation that might benefit students, educators, and the world at large; and

**Whereas** ACEI members worldwide are committed to promoting high quality education at both the local and global levels; and

**Whereas** educators working collaboratively with students and their families have a profound effect on children's developmental outcomes and academic achievement; and

**Whereas** educators are the champions who build future generations of productive and contributing members of societies;

### **THEREFORE, BE IT RESOLVED:**

ACEI will support policies that empower educators to implement appropriate educational practices, including authentic assessment, which serves the best interests of our world's children;

ACEI will commit to the highest standards of professionalism and quality of practice as members continue to demonstrate excellence at all levels of education and professional development;

ACEI will advocate for the appropriate preparation of educators, appropriate and fair treatment of all educators, and for the voice of educators in policy decisions that impact educational practices worldwide;

ACEI will continue research and program evaluation endeavors to inform our knowledge base related to best practices in education.

*April 2004*