

## 2023 Teacher Recognition Celebration FAQ

### Where is the celebration held?

- The event is held at the [Campbell Heritage Theatre](#), 1 W. Campbell Avenue, Campbell, CA.

### When is the celebration?

- **Monday, October 23, 2023**

### Who is invited to the celebration?

- **This year's event is a public event.** Attendees include Teacher Honorees, Site Administrators and District Superintendents, School Board Members, and sponsors.
- Honorees, Superintendents, and District Board Presidents will be receiving invitations to the October 23 Teacher Recognition Celebration via U.S. Mail.

### Do I need to register or RSVP to the event?

- While it is not a requirement to register to attend, RSVPs are strongly encouraged. <https://sccoe.to/TRCRSVP>

### What is the event schedule for the October 23 Teacher Recognition Celebration?

- **Honorees and presenters** should plan on arriving by 4:45 p.m. for a 30-minute rehearsal and group photograph. SCCOE staff will confirm RSVP and direct you to the reception area to await instructions for the dress rehearsal. **This is very important!** After the rehearsal is completed, you'll join friends, families, and colleagues for the hors d'oeuvres reception.
- The hors d'oeuvres reception will begin at 6:00 p.m. The awards ceremony will run from 7:00 p.m. to (approximately) 8:30 p.m.
- Following the hors d'oeuvres reception, honorees and presenters will be directed to sit in reserved seating. Guests will be seated separately.
- Doors open at 6:45 p.m. All attendees should plan to be seated in the theatre by **6:55 p.m.**

### Will honorees be able to sit with my friends/family?

- There will be assigned seating for honorees to allow easy stage access.
  - Your guest will not be permitted to sit with you in this area.
- Everyone else can sit where they like in the theater.
  - There is plenty of seating available inside the [Heritage Theatre](#).

### As an honoree, am I expected to make a speech at the event?

- **No public speaking is required.** During the event, honorees will walk on stage to receive their award, and pose for professional photos.
  - Photos will be available on the [website](#) after the event

**What should I wear?**

- This is a celebratory event - formal or professional attire is recommended.

**Where should I park?**

- The event is held at the Campbell Heritage Theatre, 1 W. Campbell Avenue, Campbell, CA 95008. Ample parking is available in a lot near the Campbell Community Center, which adjoins the theatre. Enter the lot from Campbell Avenue, Winchester Boulevard or Latimer Avenue. You can find detailed driving directions on the [Heritage Theatre directions page](#).

**What safety precautions are being implemented?**

- The health and safety of our guests, performers, and team members are our number one priority. As we celebrate this event, be assured we have continued to work closely with state and local health officials to responsibly and thoughtfully implement the appropriate protocols to provide you with a safe and enjoyable experience.

**Who should I contact if I have additional questions?**

- If you have additional questions please email [communications@sccoe.org](mailto:communications@sccoe.org).