

**The Washington Post**  
**Agnes Meyer Outstanding Teacher Award**  
2007/2008

Name of Nominee: \_\_\_\_\_

Position Title/Grade Level: \_\_\_\_\_

School Location: \_\_\_\_\_

Nominator(s): \_\_\_\_\_  
*(One name or team only)*

### **Submission Checklist**

- 1. Is the nominee a current full-time teacher in pre-kindergarten through grade 12 in the Howard County Public School System (HCPSS)?
- 2. Has the nominee taught for a minimum of three years in the HCPSS?
- 3. Does the packet contain a description of contributions for each of the five nomination criteria's?
- 3. Does the packet contain a minimum of two statements of support?
- 4. Is a brief career summary included in the packet?
  - Complete work history – including previous positions held and dates worked
  - Educational background - including all degrees earned, majors and universities/colleges attended
  - Other honors received
- 5. Is the original nomination packet (typed in 12 point, Times font), plus **three** clear, legible photocopies (unstapled) included? **(Additional copy is not to be placed in a binder, but placed unstapled into a plain folder.)**
- 6. Are **two photographs included:** minimum size 2"x2", maximum size 8"x10"; color or black & white; head and shoulders only)?

If you have answered "yes" to every question above, your nomination is ready to be to the Office of Business, Community and Government Relations attn: Terry Burks.  
**Nomination packets must be received by the Office of Human Resources no later than the close of business on February 1, 2008**