

**THE HOWARD COUNTY PUBLIC SCHOOL SYSTEM**  
**PRINCIPAL OF THE YEAR AWARD**  
 SPONSORED BY THE WASHINGTON POST  
**2023 NOMINATION**

The Principal of the Year Award seeks to recognize those principals who go beyond the day-to-day demands of their position to create an exceptional educational environment.

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

Name of School: \_\_\_\_\_.

Nominator(s): \_\_\_\_\_.

*Nominations may be submitted by teachers, students, former students, parents, administrators or the general public. Principals may not nominate themselves.*

Email Address of the Nominator(s): \_\_\_\_\_.

Phone Number of the Nominator(s): \_\_\_\_\_.

**ELIGIBILITY CHECKLIST**

<b>The nominee:</b>	
	Is a current principal in the Howard County Public School System (HCPSS).
	Has at least five full years of experience as a principal, including three or more years in the HCPSS (i.e., began as principal no later than Fall 2017, and in HCPSS no later than Fall 2019).
	Will maintain his/her position as principal throughout the 2022-2023 school year.
	Is not a previous Howard County Principal of the Year Award winner in the last five years. <b>Previous Winners:</b> 2022 - Dr. Jeff Fink - Oakland Mills High School 2021 - Denise Lancaster - Deep Run Elementary School 2020 - Nancy Thompson - Talbott Springs Elementary School 2019 - Joshua Wasilewski - Long Reach High School 2018 - Kimberlyn Pratesi - Hammond Elementary School

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**NOMINATION CRITERIA**

Nominees must be principals who:

- Manage effectively.
- Demonstrate and encourage creativity and innovation.
- Foster cooperation between the school and the community.
- Maintain a continuing dialogue with students and parents as well as faculty and staff.
- Keep abreast of developments in the field of education.
- Encourage team spirit.
- Demonstrate leadership and exemplify commitment.
- Continue to play an active role in the classroom.

**NOMINATION PACKAGE**

<b>Materials must include and be submitted in the following order:</b>
<ul style="list-style-type: none"> <li>● A description of contributions in <b>each</b> of the nomination criteria listed above ranging up to 400 words in each category.</li> </ul>
<ul style="list-style-type: none"> <li>● A <b>maximum</b> of 5 statements of support, one of which must be from a professional educator.</li> </ul>
<ul style="list-style-type: none"> <li>● A resume, including           <ul style="list-style-type: none"> <li>● Complete work history – including previous positions held and dates worked</li> <li>● Educational background – including degrees earned, majors and university/colleges attended.</li> <li>● Honors received and/or other significant achievements</li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>● A 200-word biography written to highlight the nominee’s professional accomplishments for the Principal of the Year Award.</li> <li>● <i>Sample: John Doe is the principal at Franklin Pierce Public Charter School in Washington, D.C. Franklin Pierce serves a unique population and it takes exceptional leadership to successfully manage the school and its community. “Each child has individual and specific requirements and John makes sure that each need is met with an innovative and caring approach,” wrote a parent, whose daughter attends the school. “The safety and security of the students as well as their individual educational goals are paramount in how John supports the children, their families and his staff. I have complete confidence and comfort knowing that John has provided an environment where my daughter’s needs can be met and all her abilities nurtured and encouraged as best possible.” Mr. Doe began his career in education as a speech pathologist in the Prince George’s County Public Schools system in 1993. There he developed and implemented communication-based programs for students with autism, learning, and physical disabilities. Mr. Doe earned his MEd and BS in speech/language pathology from Keene University in Keene, NH..</i></li> </ul>
<ul style="list-style-type: none"> <li>● One vertical color photograph. Headshot only. The image must be a JPG file, and at least 2 MB.</li> </ul>
<p><i>* Please note that nomination packets received out of order and/or with missing information may not be considered. Nomination materials will not be returned.</i></p>

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**NOMINATION SUBMISSION**

**Nomination Deadline**

All nomination packets must be received by 4:30 p.m. on **Wednesday, January 4, 2023**. Nomination packets received after the deadline will not be considered.

**Where to Submit**

Nomination packets must be emailed to Scott Ruehl, in the Division of Human Resources and Professional Development, at [scott\\_ruehl@hcpss.org](mailto:scott_ruehl@hcpss.org), subject line: Washington Post Principal of the Year Nomination.

**ADDITIONAL INFORMATION**

- Nominations may be submitted by teachers, students, former students, parents, administrators or the general public. Principals may not nominate themselves.
- A HCPSS Selection Committee will review all nominations to select one finalist to represent the HCPSS, subject to final approval by the Superintendent. The Selection Committee may consist of past recipients, school administrators, Central Office administrators and/or staff.
- HCPSS will publicly announce its Principal of the Year and Teacher of the Year after selections have been made. Announcements will be done via press release and posted on the HCPSS website and social media accounts.
- Per The Washington Post, HCPSS will submit its finalist to The Washington Post no later than January 30, 2023. The Washington Post will select and notify the winner on March 10, 2023. All finalists remain under embargo until the official announcement in April 2023. Awardees will be publicly announced on The Washington Post website and in The Washington Post magazine.
- If a HCPSS Principal or Teacher is named a Post finalist, it will be announced via HCPSS communication channels shortly after The Washington Post public announcement.
- The Washington Post winning finalist will receive a signature trophy, a \$7,500 monetary award, a feature spot in a half-page ad in The Washington Post newspaper, a profile in The Washington Post and on washingtonpost.com. All other finalists will receive a certificate of appreciation from The Washington Post.
- Please contact Scott Ruehl ([scott\\_ruehl@hcpss.org](mailto:scott_ruehl@hcpss.org)) with any questions about this award or the nomination process.