

**THE HOWARD COUNTY PUBLIC SCHOOL SYSTEM**  
**PRINCIPAL OF THE YEAR AWARD**  
 SPONSORED BY THE WASHINGTON POST  
**2025 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 two full years of experience as a principal, with at least one in the HCPSS (i.e., began as principal no later than Fall 2022, and in HCPSS no later than Fall 2023).
_____	Is not a previous Howard County Principal of the Year Award winner in the last five years. <b>Previous Winners:</b> 2024 - Dr. Joelle Miller - Centennial High School 2023 - Derek Anderson - Longfellow Elementary School 2022 - Dr. Jeff Fink - Oakland Mills High School 2021 - Denise Lancaster - Deep Run Elementary School 2020 - Nancy Thompson - Talbott Springs Elementary School

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**NOMINATION CRITERIA**

Nominees must be principals who:

- **Leadership Experience:** Earns the respect of their staff and students, inspires excellence and creativity, and provides an innovative vision for the future of the school.
- **Collaboration:** Establishes meaningful relationships throughout the educational system and community, and fosters a collaborative school culture that emphasizes working together within the common framework of strong educational values.
- **Listening:** Maintains a continuous and open dialogue with students and parents as well as faculty and staff, and considers a variety of feedback and ideas when making decisions.
- **Lifelong Learning:** Keeps abreast of developments in the field of education.
- **Support:** Continues to play an active role in the classroom, lunchroom, the hallway, at morning drop-off and afternoon dismissal. Creates an environment in which staff and students can flourish and grow.

**NOMINATION PACKAGE**

<b>Materials must include and be submitted in the following order:</b>
● <b>Nomination Criteria Summary</b> - A description of contributions in <b>each</b> of the five nomination criteria listed above ranging up to 400 words in each category.
● <b>References</b> - A <b>maximum</b> of five (5) statements of support, up to 800 words each, one (1) of which must be by a professional educator. Note: If more than 5 statements are received only the first 5 will be considered.
● <b>Resume</b> - A professional resume with relevant work history and training.
● <b>Biography</b> - A 200-word biography written to highlight the specific award for which the awardee was nominated.
● <b>Portrait</b> - One vertical color photograph, headshot only. The image must be a JPG file, and at least 2 MB. Note, this may be used by The Post online and in print if selected as the winner.
<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>

**NOMINATION SUBMISSION**

**Nomination Deadline**

All nomination packets must be received by midnight on **January 3, 2025**. 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 Equity and Innovation, at [scott\\_ruehl@hcpss.org](mailto:scott_ruehl@hcpss.org), subject line: Washington Post Principal of the Year Nomination.

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**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, 2025. The Washington Post will select and notify the winner on March 14, 2025. All finalists remain under embargo until the official announcement in April 2025. 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.