

# NOMINATION PACKET

## THE HOWARD COUNTY PUBLIC SCHOOL SYSTEM TEACHER OF THE YEAR AWARD

*The Teacher of the Year Award seeks to recognize excellence in teaching, to encourage creative and quality instruction, and to contribute in a substantive way to the improvement of education.*

### 2024-25 NOMINATION FORM

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

Position Title: \_\_\_\_\_

Grade level: \_\_\_\_\_

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

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

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

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

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

Principal's Signature: \_\_\_\_\_  
(Signature must be original, in ink. No digital signature.)

### ELIGIBILITY CHECKLIST

#### The nominee:

- \_\_\_\_\_ Is a current full-time teacher in pre-kindergarten through grade 12 in the Howard County Public School System (HCPSS).
- \_\_\_\_\_ Has at least five full years of teaching experience, including three or more years in the HCPSS (i.e., started career as a teacher no later than Fall 2019, and at HCPSS no later than Fall 2022).
- \_\_\_\_\_ Will maintain a teaching position throughout the 2024-2025 and 2025-2026 school years.
- \_\_\_\_\_ Is not a previous recipient of this award. *(Previous nominees who did not win may be re-nominated.)*
- \_\_\_\_\_ If selected as the Howard County Teacher of the Year recipient for 2025, the recipient agrees to accept the role and fulfill the obligations of the Howard County Teacher of the Year.

(INSERT up to 5 references here, 800 words each.  
Each statement of support must have an original ink signature.)

Scroll down to view the remaining sections of the packet template.

# RESUME

*(May be filled out by the nominee. Use this template or insert a WORD version of a completed resume supplied by the nominee.)*

(Insert full name, home address, email and phone number of nominee)

## **Education** (include all institutes attended)

*Degree(s)*

| University | Major | Dates Attended | Degree Earned |
|------------|-------|----------------|---------------|
|------------|-------|----------------|---------------|

*Certificate(s)*

| University | Dates Attended | Certificate Earned |
|------------|----------------|--------------------|
|------------|----------------|--------------------|

## **Work History** (start with most recent add as many as needed)

Dates:

Position:

Responsibilities and accomplishments:

- 

Dates:

Position:

Responsibilities and accomplishments:

- 

## **Honors, Awards, and Achievements**

- 

## **Leadership Experiences**

- 

## **Professional Organizations**

- 

## **Other Notable Experiences and Special Projects**

-

## **BIOGRAPHY**

(Insert biography here - 200 words max, written to highlight the specific award for which the awardee is being nominated.)

## **NOMINATION CRITERIA ESSAY**

(Address each criterion below - 400 words max for each criterion)

**Inspire Learning:** Instill in students a desire to learn and achieve.

**Encourage Individual Growth:** Understand the individual needs of students, encourage their talents and foster their self-esteem.

**Demonstrate Subject Matter Expertise:** Showcase a thorough knowledge of subject matter and the ability to share it effectively with students.

**Foster Collaboration:** Proactively facilitate cooperative relationships with their colleagues, students and the community.

**Lead by Example:** Demonstrate outstanding leadership.