



Charles County Public Schools 2025-2026 Washington Post Principal of the Year Award

NOMINATION CRITERIA

All nominees must be a principal who:

1. Is a full-time principal (in grades Pre-K – 12) with a minimum of two years of experience as a principal, one of which must be in their assigned school or school system in which he/or she is currently serving.
2. Leadership Excellence: Earns the respect of their staff and students, inspires excellence and creativity, and provides an innovative vision for the future of the school.
3. 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.
4. Lifelong Learning: Keeps abreast of developments in the field of education.
5. 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.
6. 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.
7. Maintain their position as principal throughout the 2026-2027 school year.
8. **Has not been the recipient of the Washington Post Principal of the Year Award in the past.** Individuals nominated in the past are eligible for nomination.

NOMINATION PROCESS

*Binders are **not** required.*

All nominations and supporting documents will be submitted electronically.

1. Name of contact person, school name/address and list of committee members. If nominated by a parent or student, contact information (i.e., phone number and address).
2. A minimum of four to five statements of support, with a maximum of five statements of support. Maximum word count per letter is 400 words. Letters are required from the following: one letter from a parent, one letter from a student, one letter from a staff member, and one letter from a colleague. One statement of support must be from a professional educator. All letters/statements of support must contain a signature (electronic or physical) and be scanned as one document to cehill@ccboe.com. **Letter submissions are due by 2:00 p.m. on November 25, 2025.**
3. A resume: A professional resume with relevant work history and training.
4. A 200-word biography written to highlight the specific award for which the awardee was nominated. Nomination criteria listed above should be used as a guide. Please provide a word count.
5. A 400-word count description of contributions in each of the nomination criteria. (See above for complete list of nomination criteria. List each criterion separately with a separate word count.)
6. One vertical, 3 x 5, color photograph, "headshot only". The image must be a high-resolution JPG file with a minimum of 2MB. **Electronic photo submissions are due by 2:00 p.m. on November 25, 2025, to cehill@ccboe.com.**

NOTE: All electronic nominations, photo, and scanned letters of support are due to cehill@ccboe.com no later than 2:00 p.m. on Tuesday, November 25, 2025. Late submissions will not be accepted.

For more information, contact Jeremy Campbell at 301-934-7237 or jmccampbell@ccboe.com.