



Outstanding Assistant Principal Award

Charles County Public Schools (CCPS) has established the Outstanding Assistant Principal Award to recognize Assistant Principals who exemplify excellence in their position. Assistant Principals are essential to the effective and efficient operation of our schools.

ELIGIBILITY

- To be eligible, the nominee must have a minimum of three (3) years of experience as an Assistant Principal with Charles County Public Schools
- Not been previously selected as an Outstanding Assistant Principal within the past five (5) years

NOMINATION CRITERIA

Educational Leadership

- ✓ Implements strategies to improve teaching through effective programs
- ✓ Involves teachers and other staff members in achieving the goals of the school
- ✓ Assists in ensuring that the school climate is positive and reflects high staff and student morale
- ✓ Functions effectively as a member of the school's leadership team

Resolving Complex Problems

- ✓ Maintains awareness of current and emerging issues
- ✓ Resolves short-term issues while balancing them against long-term objectives
- ✓ Manages time and tasks effectively, including delegation to others
- ✓ Utilizes technology to address educational issues and situations

Developing Self and Others

- ✓ Is committed to continued professional growth
- ✓ Teaches, coaches, and helps students and colleagues
- ✓ Demonstrates and fosters creativity and imagination to bring about positive student growth

Community Service

- ✓ Involves the community and uses community resources for students
- ✓ Establishes partnerships with community groups to strengthen programs and support school goals

NOMINATION PROCESS

- Binders are not required; all documents will be submitted by email to rdibenedetto@ccboe.com
- To ensure fairness and consistency school system-wide, photographs will not be accepted
- The fillable nomination cover page must provide the name of the contact person and the committee members
- Nominations may be submitted by school system employees, students, and parents (employees may not nominate themselves)
- Nomination materials must include the following:
 - ✓ A brief history of nominee's career to include dates, location, and positions worked only
 - ✓ A description of contributions in each of the Nomination Criteria areas
 - ✓ A maximum of twenty (20) **current** statements of support, including one from the school principal

Incomplete nomination packets will not be considered.

Selection

All nominee materials must be received by email at rdibenedetto@ccboe.com no later than **2:00 p.m. on February 17, 2023**. For further information, please contact the Office of Human Resources at 301-934-7242.