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TO: PA Principals Association (Elementary) Members

FROM: Dr. Beth A. Haldeman  
PA Principals Association President  
Selection Committee Chair

RE: Nominations for PA's 2017 National Distinguished Principal

November 14, 2016

The search for Pennsylvania's 2017 National Distinguished Principal has officially begun. On behalf of the Pennsylvania Principals Association, I invite you to participate in the nomination of the 2017 National Distinguished Principal representing Pennsylvania. Nomination forms must be **received no later than Friday, December 16, 2016.**

Nominating a principal for this prestigious award provides you with an opportunity to recognize the accomplishments and dedication of an outstanding elementary, middle, public or private school principal who provides outstanding leadership for students, staff, community and peers.

The following criteria represent key elements of the varied criteria which already exist in state principal recognition programs. Each criterion is to be used as a significant requirement in the selection of the NDP who will represent your state or organization. The NDP program is designed to recognize the outstanding leadership of active, on-line principals. It is not recognition of service at retirement or a program to reward current state or national association leaders.

The nominated principal:

- ◆ is an active principal of a school in which a commitment to excellence is clearly evident
- ◆ has been an active principal for at least **five (5) years** (NOTE: Only those years served as a **building principal** may count toward the necessary five);
- ◆ **will remain an active principal during the year in which he/she will serve as NDP;**
- ◆ shows a strong commitment to the principalship through **active membership in his/her state and national elementary principals associations** as well as other professional associations;
- ◆ is respected by students, colleagues, parents and the community at large;
- ◆ assumes an active role in his/her community, distinguishing himself/herself as a leader in civic, religious or humanitarian activities;
- ◆ shows strong educational leadership by setting high expectations for school staff and students; and
- ◆ maintains an orderly, purposeful learning environment.

*Our mission is to ensure a quality education for every child by comprehensively supporting the educational leaders of our schools.*

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Evidence of outstanding contributions to the well-being of the educational community will include:

- ◆ ways in which the principal's leadership has benefited curriculum, staff morale, community support, student interest and the learning environment;
- ◆ increasing or consistently high levels of student achievement as demonstrated on the statewide assessment instrument;
- ◆ ways in which the principal provides creative leadership to inspire teachers and others to achieve and contribute to the school environment;
- ◆ examples of service or achievements above and beyond what is expected in the usual school program; and
- ◆ ways in which others have acknowledged the principal as a force for positive change.

**IMPORTANT: If selected, the individual must be permitted and agree to serve on state NDP selection committees in the future when requested. This would include site visits to candidates' schools and would require release time from your district (superintendent's permission required).**

NOTE: Any individual who holds the office of PA Principals Association or NAESP President, President-Elect, Immediate Past President, NAESP Zone Director or NAESP State Representative during the officially designated nomination time period of October 20 to May 13 during the year prior to receiving the NDP award is ineligible for nomination.

If you are interested in nominating a principal for this award, please complete the brief nomination form enclosed with this letter. All nomination forms should be emailed to [kinner@paprincipals.org](mailto:kinner@paprincipals.org) **no later than Friday, December 16, 2016**. Upon receipt of your nomination form, the nominee's membership will be verified and if appropriate, an Application Packet will be immediately sent via email to him/her for completion. The Application Packet is somewhat lengthy and must be returned to: [kinner@paprincipals.org](mailto:kinner@paprincipals.org) and **received no later than Friday, February 10, 2017**. Therefore, you are strongly encouraged to make your nomination as early as possible.

It would be greatly appreciated if you would share this information with other persons or groups whom you feel might be interested in making nominations.

If you have any questions, please contact the Pennsylvania Principals Association office at 717-732-4999.