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TO: PAESSP (Elementary) Members

FROM: Richard P. Houseknecht / Dr. George J. Giovanis

Selection Committee Co-Chairs

RE: Nominations for PA's 2013 National Distinguished Principal

**DATE:** January 18, 2013

The search for Pennsylvania's 2013 National Distinguished Principal has officially begun. On behalf of the Pennsylvania Association of Elementary and Secondary School Principals you are invited to participate in the nomination process. Nomination forms must be **postmarked no later than February 8, 2013**.

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, online 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 through programs designed to meet the academic and social needs of all students, and through firmly established community ties with parents and local business organizations;
- ♦ 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 <u>active membership in</u> <u>his/her state and national elementary principals associations</u> 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.

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

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Affiliate of the National Association of Elementary School Principals and the National Association of Secondary School Principals

Serving Principals, Assistant Principals and Other Educational Leaders

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: <u>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 (see Nomination Form – signature required)</u>.

NOTE: Any individual who holds the office of PAESSP 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 15 during the year prior to receiving the NDP award is ineligible for nomination.

To nominate a principal for this award, please complete the brief nomination form enclosed with this letter. All nomination forms, **postmarked no later than February 8, 2013**, should be mailed to: Richard P. Houseknecht / Dr. George J. Giovanis, NDP Selection Committee Co-Chairs, PAESSP, 122 Valley Road, P.O. Box 39, Summerdale, PA 17093. Upon receipt of your nomination form, the nominee's membership will be verified and if appropriate, an Application Packet will be immediately provided to him/her for completion. The Application Packet is somewhat lengthy and must be returned to the above address, **postmarked no later than Thursday, March 28, 2013**. Therefore, you are strongly encouraged to make your nomination as early as possible.

Please contact one of us if any questions arise regarding the National Distinguished Principals Program. You may reach Mr. Houseknecht at (215) 595-4479 or Dr. Giovanis at (610) 775-9602.

Enclosure: Nomination Form for PA's 2013 National Distinguished Principal