

Charles County Public Schools
2021 - 2022 Washington Post Teacher of the Year Award
2022 - 2023 MSDE Teacher of the Year Award

NOMINATION CRITERIA

All nominees must be a teacher who:

1. Have a completed a minimum of five years teaching experience and be entering their sixth consecutive year as a teacher with Charles County Public Schools. Nominees must be serving as a teacher for the 2021 - 2022 school year.
2. Is a full-time teacher in grades pre-k through 12.
3. Has not been the recipient of either the Washington Post or Maryland Teacher of the Year awards in the past three years. Individuals nominated in the past are eligible for nomination.
4. Instill in students a desire to learn and achieve.
5. Understand the individual needs of students, encourage their talents, and foster their self-esteem.
6. Demonstrate a thorough knowledge of subject matter and the ability to share it effectively with students.
7. Foster cooperative relationships with their colleagues and the community.
8. Demonstrate outstanding leadership.
9. Maintain their teaching position throughout the 2022 - 2023 school year.

NOMINATION PROCESS

*Binders are **not** required. Principals or their designee will submit nominations electronically.*

Nominees are encouraged to provide the information necessary to meet the submission guidelines for the following: career summary, 200-word biography (include word count), educational background, leadership experience, and accomplishments/honors received.

1. Name of contact person, school name/address, position, names and positions of committee members.
2. A minimum of four or five statements of support. Letters are required from the following: one letter from a parent, one letter from a student, one letter from a colleague, and one letter from an administrator or content specialist. All letters/statements of support must contain a signature; physical signature is preferred, and scanned as one PDF to rdibenedetto@ccboe.com. **Letter submissions are due by 3:00 p.m. on Thursday, November 11, 2021.**
3. A resume.
4. A 200-word biography that explains why they are an exceptional nominee. Nomination criteria listed above should be used as a guide. Please provide a word count.
5. Each nominee is required to complete two response questions and provide a word count for each response. Response questions and complete directions may be found under the TOY Response Question Requirements 2021-22 document. All questions are due to Ramona DiBenedetto (rdibenedetto@ccboe.com) **by 3:00 p.m. on Thursday, November 11, 2021.**
6. A 400-word count description of contributions for each of the nomination criteria. (See above for complete list of nomination criteria. (List each criteria separately with a separate word count.)
7. Educational background, listing degrees earned, certifications, majors and universities/colleges attended.
8. Leadership experience.
9. One vertical, 3 x 5, color photograph, "headshot only" and three action shots featuring the nominee and students. The headshot image must be a high-resolution JPG file with a minimum of 2MB. **Electronic photo submissions are due by 3:00 p.m. on Thursday, November 11, 2021 to rdibenedetto@ccboe.com.**

NOTE: All electronic nominations, photo, and scanned letters of support are due to rdibenedetto@ccboe.com no later than

3:00 p.m. on Thursday, November 11, 2021. Late submissions will not be accepted.

For more information, contact Ramona DiBenedetto at 301-934-7242 or rdibenedetto@ccboe.com.