**PRINCIPAL OF THE YEAR APPLICATION**

The Louisiana Department of Education recognizes that great teachers and school leaders are critical to student success.  Annually, the Department honors the state’s most exceptional educators through the Teacher and Principal of the Year programs. These programs provide an opportunity to acknowledge educators who are achieving excellence.

**An exemplary candidate for Principal of the Year is one who:**

* Demonstrates **excellence and expertise** in the field, **guiding students** (and for principals, also teachers) of **all** backgrounds and abilities to **achieve success**.
* Demonstrates **leadership** and **innovation** in and outside of the school building walls, creating pathways for **students/teachers to excel**.
* **Builds collaborative relationships** with **colleagues, students and families** to create a **school** **culture** that is respectful, inclusive and **positively impacts** student/teacher growth and achievement.
* **Deliberately connects** the classroom/school to the **community** to positively **impact the students, school and community.**
* Is **inspiring, compelling, professiona**l and expresses themselves in an **engaging and clear way**, and demonstrates the ability to **connect with and represent** the state.

**District and state-level application process:**

* School systems may use this application or select their own process for identifying their Teacher and Principal of the Year honorees to submit to the state-level competition. School systems using this application may streamline the process for their local-level process, such as having candidates respond to the first written reflection question.
* Teachers and principals taking part in the state-level process will submit their applications in an online application portal. Candidates should save all application materials electronically for future reference.
* State-level applications are due in the online application portal by **Thursday, January 11, 2024.** School systems will be notified when the state-level online application portal opens.

**A complete state-level application includes:**

☐ Basic information, including a bio and social media quote

☐ Résumé (two pages or less)

☐ Responses to two written reflection questions and one video prompt

☐ Two years of student success data (SLTs or other data)

☐ Up to three letters of recommendation

☐ Candidate consent form

☐ Student consent forms (Needed for each student included in the application, such as in video/photos/etc.)

☐ Supplemental materials may be submitted to accompany the written/video responses and application. (Optional)

* These materials may be in any format, such as a chart, news article, video, photos, etc. Please label all materials accordingly to clearly reflect the task they are accompanying.

**I. BASIC INFORMATION:**

**Name:** Click here to enter text. **Phone Number (cell preferred):** Click here to enter text.

**Preferred Email:** Click here to enter text. **School:** Click here to enter text.

**School System/District:** Click here to enter text.

**Current Grade(s) at School:** Click here to enter text.

**How many years have you been a school leader?** (Including this year)Click here to enter text.

**II. Bio:** Add your professional bio in the textbox below. Please follow the guidelines outlined [here](https://docs.google.com/document/d/10LnkeCNM7Lp3PP9hJ6TTEbk_fLP88PTNRwUnBy_XD5k/edit?usp=sharing). (250 words or less)



**III. Six Word Story:** Add a “Six Word Story” that captures the essence of you as an educator. For example, “He Is…..because of what was,” “Teaching Art is an Abstract Artform” and “I Teach So I Change Lives.”



**IV. WRITTEN REFLECTION RESPONSE ONE:** Add your response to the following prompt in the textbox below. Note- You may also submit supplemental materials to accompany your response. (Optional)

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| --- |
| Describe how you engage students and teachers of all backgrounds and abilities in effective teaching and learning on a daily basis. In your response, discuss the deliberate actions you take that positively impact student and educator success, as well as what these actions reveal about your beliefs about leadership, teaching and learning. (750 words or less) |
|  |

**V. WRITTEN REFLECTION RESPONSE TWO:** Add your response to the following prompt in the textbox below. You may also submit supplemental materials to accompany your response. (Documents may be in any format, such as a chart, news article, video, photos, etc.) (Optional)

|  |
| --- |
| Describe specific ways in which you empower your students and teachers to form connections with the community. In your response, explain how these community connections dissolve classroom/school walls and impact student learning/success for all. (750 words or less) |
|  |

**VI. VIDEO RESPONSE:** Respond in video format. Add your video in the textbox below as a YouTube video link. You may also submit supplemental materials to accompany your video. (Documents may be in any format, such as a chart, news article, video, photos, etc.) (Optional)

|  |
| --- |
| What work best describes you as a leader and/or an innovator? In your response, explain your role, the positive impact this work has made on teachers, students and/or the education profession and also share the status of this work today. (2 minutes or less)  Add the YouTube video URL in the space below. |
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**VII. ADDITIONAL ITEMS:** If there are any additional materials that would strengthen your application, but you weren’t asked to share, please submit along with your complete application.

**VIII. SIGNATURES/APPROVAL**: Please add your name and the name of your immediate supervisor below. Doing so indicates that your supervisor supports the submission of your application.

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| --- |
| Principal’s Name: |
| Immediate Supervisor’s Name: |

* **Questions-**
* Visit the [Awards page](https://www.louisianabelieves.com/academics/award-programs) and [resources library](https://www.louisianabelieves.com/resources/library/awards) on the Louisiana Believes website. 
* Email [excellenteducators@la.gov](mailto:excellenteducators@la.gov)

**2023-2024 School Year**