

FLORIDA DEPARTMENT OF EDUCATION



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DPS: 2012-94

MEMORANDUM

TO: District School Superintendents
Directors, University Research Schools
President, Florida School for the Deaf and the Blind
Assistant Director for Education and Job Training, Department of Corrections
District Program Coordinators

FROM: Gerard Robinson

DATE: July 20, 2012

SUBJECT: **Nomination Packets for 2012 Principal Achievement Award for Outstanding Leadership and the Outstanding Assistant Principal Achievement Award**

The Principal Achievement Award for Outstanding Leadership and the Outstanding Assistant Principal Achievement Award honor an elite group of school administrators for their exemplary contributions to Florida's students, schools and communities. Through their innovative leadership and dedication to academic excellence, they have increased student and school performance and have established safe learning environments for our children. Recognizing individuals who make a difference in our schools is a priority for the Florida Department of Education and the State Board of Education.

The Nomination Packets may be obtained on the Department's website at <http://www.fldoe.org/profdev/cpaa.asp> for the 2012 Principal Achievement Award for Outstanding Leadership, and <http://www.fldoe.org/profdev/coapa.asp> for the 2012 Outstanding Assistant Principal Achievement Award. Please download the Nomination Packets, which include nomination forms and information regarding eligibility, selection criteria and procedures for designating district winners.

The state winners of the 2012 Principal Achievement Award for Outstanding Leadership and the Outstanding Assistant Principal Achievement Award will be announced in the fall.

Nomination Packets for 2012 Outstanding Principal and
Assistant Principal Achievement Awards
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We strongly encourage each district to participate in this prestigious recognition program. This year nominations may come from individual School Superintendents or Regional Consortium who wish to join together and submit a nominee on behalf of two or more school districts. As you consider nominations, please include high performing, effective leaders from a variety of school environments. For example, leaders representing Charter Schools, Blue Ribbon Schools, Title One Schools, and Traditional Public Schools are eligible.

The suggestions below may assist you in identifying and selecting deserving candidates for these awards.

- Distribute the nomination packets to leadership teams.
- Open the nomination process to other sources, i.e. colleagues, self, parents, community organizations, and student government groups.
- Appoint a special district-nominating committee to choose nominees or choose a slate of candidates from which the nominees are to be chosen at the district level.
- Select peer groups to nominate administrators, possibly during a regularly-scheduled administrators' meeting.
- Utilize area Superintendents to choose nominees or nominate candidates from which a district-level committee chooses the final recipients.
- Nominate a school leader whose students have made remarkable achievements under unique or otherwise extraordinary circumstances.

Thank you for your continued support of these programs. We look forward to receiving the nomination materials for your district nominees no later than **Friday, August 31, 2012**. If you have any questions, please feel free to contact Bonita Hampton at Bonita.Hampton@fldoe.org or (850) 245-0544.

GR/bh

Attachments