GASSP

High and Middle School Principal of the Year Program
Application Form for the 2013/2014 School Year

Name _____
           Title(Dr./Ms./Mr./etc)   First   M.I.   Last

Full Name of School _____

School Address _____

School Phone (_____) _____   School Fax (_____) _____

E-Mail Address _____

Current Member of: GASSP   NASSP _____# Years GASSP Member
                    Please check the Appropriate Space(s)

Total # of years as principal in current school _____
Total # of years as a principal _____
Total #of years as a school administrator (including assistant principal, central office, etc.) _____

School Information: Enrollment _____   Grades _____

School Demographics

Grades_____   Number of assistant principals_____

Total Enrollment_____

My school is (check one):   Urban   Suburban   Rural
_____ % of students in your school classified as special education students
_____ % of students in your school classified as ELL
_____ % Students on free/reduced lunches
_____ % School attendance

Approximate racial and ethnic composition of the students in your school
Race:
_____% American Indian or Alaska Native
_____% Hispanic or Latino
_____% Asian
_____% Black or African American
_____% Native Hawaiian or Other Pacific Islander
_____% White
_____% Other

Professional Growth

Please list a maximum of five examples in each area. List examples most pertinent and relevant to your professional growth.

1. Membership and offices in professional organizations Dates

_____
_____
_____
_____
_____

2. Community leadership: Membership, offices, and activities Dates

_____
_____
_____
_____
_____

3. Awards and honors Dates

_____
_____
_____
_____
_____

4. Publications, articles, and presentations Dates

_____
_____
_____
_____
_____

Please submit a letter of Recommendation from your current Superintendent.

Please submit a resume with a maximum of 2 pages.

Essay Questions

Reflect on your leadership in the area of school improvement. Share examples of how you have used the *Breaking Ranks* framework to make those improvements an integral part of your school culture. Use multiple indicators from the selection criteria to:
- Discuss the leadership skills you used
- Describe how a more-personalized learning environment has been created for your students; how you involved all stakeholders—staff members, students, parents, and the community—in the process; and how that has improved curriculum, instruction and assessment practices at your school
- Share outcomes that demonstrate that student learning has been improved and that a higher degree of stakeholder satisfaction exists.

Use no more than six sheets of 8½" x 11" paper (printed on one side only). Use 1" margins, and Times New Roman font no smaller than 11 points.

Your essay should be narrative in nature, referencing key points of data to strengthen the responses. Descriptive data, charts and tables should instead be included on the Supporting Data page.

Supporting Data

Each applicant is required to submit a maximum of one page of data to document and support the submitted essay responses, highlighting the outcomes of your involvement in school improvement initiatives. Supporting data must be limited to one 8½" x 11" sheet of paper (printed on one side only). Fonts used in text or tables must be easy to read and no smaller than11 points.

Applications that do not adhere to six sheets and the font requirements will be disqualified.

Application Submission Checklist

- ✓ Review and meet the eligibility requirements
- ✓ Complete the Applicant and School Profile with resume attached
- ✓ Superintendent's letter of recommendation
- ✓ Compose essay response (maximum of six pages)
- ✓ Document Supporting Data (limited to one page)

Entry Deadline: Completed Applications January 16, 2012.

Email Completed Application Package To:

Melton Callahan   m.callahan@gassp.org

The GASSP Principal of the Year program annually recognizes outstanding school leaders who have succeeded in providing high-quality learning opportunities for students. These principals are acknowledged by their peers for the exemplary contributions they have made to the profession. Three principals will be selected to move on to the interview process based on the overall score of their application. The program honors school principals who have demonstrated excellence in the areas addressed by the selection criteria. The following selection criteria reflect the elements of the *Breaking Ranks* framework.

See selection Criteria on page 4

Selection Criteria

Personal Excellence
• Models continuous professional growth; Interacts professionally and tactfully with others; Communicates effectively in speaking and writing; Models values, beliefs, and attitudes that encourage others to higher levels of performance; Maintains an instructional focus in managing administrative tasks; Recognizes, appreciates, and serves the needs of diverse constituencies in the school community.

Collaborative Leadership
• Involves teachers, staff members, parents, students, and the community in creating and fostering a shared vision for the school; Leads collaboratively to promote ownership among staff, students, parents, and community members for school efforts and outcomes; Provides focus and direction to ensure alignment of practices, programs, and initiatives with the school's vision, mission, and goals; Creates a culture of collaboration in which staff members work together as a professional learning community to promote student learning; Teaches, coaches, and supports the development of potential and current school leaders; Utilizes available technology tools for school management and operation, fostering collaboration and communication to effectively address issues in the school community.

Curriculum, Instruction, and Assessment
• Improves teaching, learning, and assessment by implementing practices, programs, and improvement efforts on the basis of multiple sources of data; Leads efforts in curriculum alignment and identification of essential learnings at each level; Observes, supervises, and evaluates teachers and instructional programs to maximize the learning opportunities for every teacher and for every student; Teaches, coaches, and assists others in professional development that focuses on student learning; Demonstrates knowledge of learning, teaching, assessment practices, research, and programs that maximize student performance; Facilitates in developing and maintaining co-curricular programs that complement the curriculum while fostering students' academic success; Ensures that each student has the best possible chance of realizing success by providing a customized plan that takes into account the needs of individual learners in relation to learning time, setting, methods, and course sequence; Leads in the use of available technology for management and delivery of instruction and assessment as well as the advancement of learning, invention, and creativity.

Personalization
• Establishes and maintains a school environment that reflects high expectations for students and staff; Creates a school climate that is warm, inviting, safe, and secure; Organizes the school so that all social, economic, and racial/ethnic groups have equal access to all school programs and provides the support needed for student success; Creates structures that promote positive relationships between adults and students and ensures that each student is well-known by at least one staff member; Understands the physical, social, emotional, and cognitive development of the students served by the school; Acknowledges the accomplishments of students, teachers, and school community members; Leads in the use of available technology to meet the unique learning needs of each student.