

MONTGOMERY COUNTY PUBLIC SCHOOLS
SHIRLEY J. LOWRIE
“THANK YOU FOR TEACHING” AWARD
2025-2026

AWARD OVERVIEW

The Shirley J. Lowrie “Thank You for Teaching” Award honors extraordinary elementary school teachers who have a deep dedication to the teaching profession. These elementary school teachers, pre-Kindergarten through Grade 5, must work directly with students in the classroom on a daily basis, demonstrate a thorough knowledge of the subject matter, and effectively communicate that subject matter to students. The nominee should be a teacher who goes the extra mile to ensure that students receive the support they need to succeed.

ELIGIBILITY CHECKLIST

The nominee:

- ☐ Is a current pre-Kindergarten to Grade 5 teacher in MCPS.
- ☐ Is not a previous recipient of this award.
(Previous nominees who did not win may be re-nominated.)

NOMINATION CHECKLIST

- ☐ Nomination Packet Cover Sheet
- ☐ Professional Biography
- ☐ Letters of Support

QUESTIONS

If you have any questions about this award, contact Arelis Burke at
Arelis_A_Burke@mcpsmd.org

NOMINATION DETAILS

The nomination package must include the following materials.

Nomination Cover Sheet

The cover sheet template is included in this document. The nomination cover sheet must be completed in full and include all designated signatures.

Professional Biography

A 200-word biography written to highlight the nominee's professional accomplishments.

Letters of Support

A maximum of three letters of support detailing why this teacher should be the Shirley J. Lowrie "Thank You for Teaching" award recipient. The statements of support should highlight the teacher's impact on students and include compelling information that showcases the teacher's excellent qualities. Statements of support can be written by staff members, students or community members. One letter of support must be from the current principal. Each letter should be no longer than one page.

NOMINATION SUBMISSION

Nomination Deadline

All nomination packets must be received **by midnight, Friday, December 12, 2025**. Only complete packets will be considered. Nomination packets received after the deadline will not be considered.

How to Submit

Nomination packets must be emailed to Arelis A. Burke, in the Division of Family and Community Engagement at Arelis_A_Burke@mcpsmd.org subject line: Shirley J. Lowrie "Thank you for Teaching" Award.

ADDITIONAL INFORMATION

Nominations may be submitted by staff, students, former students, parents, administrators or the general public. Teachers may not nominate themselves. Nominees may be asked to contribute to the development of the nomination packet. Nominators should work with school and community members to create a strong application package.

A committee of MCPS administrators will review all nominations and recommend award winners.

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NOMINATION PACKET COVER SHEET

Nominee’s Information

Name: _____ Employee

ID #: _____ Home

Address: _____

_____ Phone Number:

_____ Total Years of

Teaching Experience: _____ Years as

Teaching Experience at Current School: _____

Nominee’s School Information

School Name: _____

Phone Number: _____

Nominator’s Information

Name: _____ Position or

Role: _____ Email:

_____ Phone Number:

_____ Signature Principal's Signature	_____ Nominator's
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