

MONTGOMERY COUNTY PUBLIC SCHOOLS
***THE WASHINGTON POST* TEACHER OF THE YEAR**
2025-2026

AWARD OVERVIEW

The Washington Post Teacher of the Year Award aims to celebrate educators who go the extra mile for their students and demonstrate creativity in providing quality instruction that substantively improves the way children learn in classrooms.

ELIGIBILITY CHECKLIST

In order to be eligible, the nominee must:

- ☐ be a current teacher in Montgomery County Public Schools
- ☐ be a full-time teacher in pre-kindergarten through Grade 12
- ☐ have a minimum of two (2) years' experience as a teacher, including one (1) or more years in MCPS
- ☐ be serving in the position for which they are being nominated for the current 2025-2026 school year.
- ☐ not be a previous recipient of this award
(*Previous nominees who did not win may be re-nominated.*)

NOMINATION CHECKLIST

- ☐ Nomination Packet Cover Sheet
- ☐ Career Summary/Resume
- ☐ Evidence Supporting the Award Criteria
- ☐ Statements of Support
- ☐ Professional Biography
- ☐ Photograph

QUESTIONS

If you have any questions about this award, contact Arelis Burke at
[Arelis A Burke@mcpsmd.org](mailto:Arelis_A_Burke@mcpsmd.org)

NOMINATION DETAILS

The nomination package must include the following materials arranged in the order listed below. Submission documents must use the Times New Roman 12-point font.

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.

Career Summary (resume – completed by the nominee)

Resume should reflect the breadth and depth of the nominee's professional experience, including those within the school and broader community. Be sure to include areas that reflect leadership experience and those which reflect continuous learning.

Evidence Supporting the Award Criteria (written by the nominee)

Description of contributions in each of the nomination criteria ranging up to 400 words in each category. Describing contributions made in each of the five nomination criteria areas (total of five pages). Explain how each criterion was accomplished. Be sure to include results/data related to the specific practices used in each of the criteria areas.

1. **Inspire Learning:** *Instill in students a desire to learn and achieve.*
2. **Encourage Individual Growth:** *Understand the individual needs of students, encourage their talents and foster their self-esteem.*
3. **Demonstrate Subject Matter Expertise:** *Showcase a thorough knowledge of subject matter and the ability to share it effectively with students.*
4. **Foster Collaboration:** *Proactively facilitates cooperative relationships with their colleagues, students, and the community.*
5. **Lead by Example:** *Demonstrate outstanding leadership through empowering others, positive communication, empathy and adaptability.*

Letters of Support

A maximum of five letters of support, one of which must be from a professional educator. Letters of support should address the five award criteria and cite specific examples of how the teaching practices reflect the criteria and how this teacher has made a significant difference in the lives of children. Each letter of support should be up to 800 words.

Professional Biography (written by the nominee and nominator)

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

Color Photograph

One vertical color photograph. Headshot only. The image must be in JPG form and at least 2MB in size.

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 Burke, Division of Family & Community Engagement at Arelis_A_Burke@mcpsmd.org subject line: *The Washington Post* Teacher of the Year.

ADDITIONAL INFORMATION

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

A committee of MCPS administrators will review all nominations and recommend a winner. The winner will represent MCPS as *The Washington Post* Teacher of the Year.

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NOMINATION PACKET COVER SHEET

Nominee's Information

Name: _____

Employee ID #: _____

Current Position: _____

Home Address: _____

Phone Number: _____

Years of Teaching in MCPS: _____

Totals Years of Teaching Experience: _____

Nominee's School Information

School Name: _____

Phone Number: _____

Principal Name: _____

Nominator's Information

Name: _____

Position or Role: _____

Email: _____

Phone Number: _____

Nominator's Signature

Principal's Signature

Nominee's Signature