



**CONNECTICUT ASSOCIATION OF ELEMENTARY SCHOOL PRINCIPALS  
INVITATION TO NOMINATE  
EXEMPLARY PRINCIPAL PROGRAM AWARD FOR SPECIAL EDUCATION**

*(Deadline for Submission is September 11, 2009)*

Research has shown that effective program implementation is dependent on the leadership of the building principal. It is the intention of this award to publicize the role played by the principal and the leadership skills of Connecticut principals. The CAS Elementary Division Board desires to recognize Connecticut elementary principals who have implemented exemplary and innovative ideas, plans, or programs which have improved the education of Connecticut's children. This award will focus on principal effectiveness in special educational leadership.

**APPLICATION INFORMATION:**

1. A superintendent, fellow administrator or member of the principal's staff may make nominations for the award.
2. The nominator should submit an application form and any other information that will validate the principal's leadership in special education and/or accomplishments.
3. Recipient must be an on-line elementary school principal.
4. All members are eligible to participate with the exception of members of the selection committee.

**PERFORMANCE INDICATORS:**

1. Describe how the nominee will show evidence of leadership by initiating, supporting, or expanding a program of inclusive education or other special education initiatives for children with special needs.
2. Describe how the nominee will, through his/her leadership, provide in-service for the staff and monitor the implementation of the program.
3. Describe how the nominee will demonstrate his/her advocacy for children of various academic needs through the implementation of this program.

**PROCESS FOR SELECTION:**

1. The CAS Elementary Division Board Chair will appoint a selection committee with a chairperson and at least two other principals.
2. The committee will meet to review and evaluate nomination materials and select a winner.
3. An assessment sheet with criteria and performance indicators are used throughout the process.
4. Finalists may be interviewed using questions and a rating sheet developed by the committee.
5. If the committee does not locate a suitable candidate, it should not submit a nominee for that year.
6. All nominees will be notified in writing of the results.
7. The selection committee chairperson will present the award at the Elementary Program Recognition Banquet on November 23, 2009.

**NOMINATIONS SHOULD BE SENT TO:**

*Regina S. Birdsell  
Assistant Executive Director  
The Connecticut Association of Schools  
30 Realty Drive  
Cheshire, Connecticut 06410*



***THE CONNECTICUT ASSOCIATION OF SCHOOLS***  
**ELEMENTARY EXEMPLARY PRINCIPAL PROGRAM AWARD**  
**FOR SPECIAL EDUCATION**  
**NOMINATION FORM**

*(Deadline for Submission: September 11, 2009)*

I nominate the following person to be a recipient of the Connecticut Association of Schools Exemplary Principal Program Award for Special Education for the school year 2009-2010

Name \_\_\_\_\_, Principal

School \_\_\_\_\_

Address \_\_\_\_\_

Town/City \_\_\_\_\_ Zip \_\_\_\_\_ Telephone \_\_\_\_\_

Years in Present Position \_\_\_\_\_ Total Years in Profession \_\_\_\_\_

School Website \_\_\_\_\_

Program Title \_\_\_\_\_

Is this a CAS member school?     Yes     No

**STATEMENT OF REASON FOR NOMINATION:** Please address specifically the criteria listed under Performance Indicators on the attached Invitation to Nominate. (Limit your answers to a total of six typed pages, double sided.)

\_\_\_\_\_  
Typed Name of Nominator

\_\_\_\_\_  
Signature of Nominator

\_\_\_\_\_  
Position of Nominator

\_\_\_\_\_  
Date Submitted

\_\_\_\_\_  
Telephone Number of Nominator

\_\_\_\_\_  
Typed Name of Principal Nominated

\_\_\_\_\_  
Signature of Principal Nominated

**ENDORSEMENT BY SUPERINTENDENT OF SCHOOLS**

I have read and support this application

\_\_\_\_\_  
Typed Name of Superintendent

\_\_\_\_\_  
Signature of Superintendent

For CAS Use Only

Date Received \_\_\_\_\_

CAS Member     Yes     No