Principal of the Year Application

2025-2026

The Louisiana Department of Education recognizes that great teachers and school leaders are critical to student success.  Annually, the Department honors the state’s most exceptional educators through the Teacher and Principal of the Year programs. These programs provide an opportunity to acknowledge educators who are achieving excellence.

**An exemplary candidate for Principal of the Year is one who:**

* Demonstrates **excellence and expertise** in the field, **guiding students** (and for principals, also teachers) of **all** backgrounds and abilities to **achieve success**.
* Demonstrates **leadership** and **innovation** in and outside of the school building walls, creating pathways for **students/teachers to excel**.
* **Builds collaborative relationships** with **colleagues, students, and families** to create a **school** **environment** that is respectful, welcoming, and **positively impacts** student/teacher growth and achievement.
* **Deliberately connects** the classroom/school to the **community** to positively **impact the students, school, and community.**
* Is **inspiring, compelling, professional,** and expresses themselves in an **engaging and clear way**, and demonstrates the ability to **connect with and represent** the state.

**School system and state-level application process:**

* School systems may use this application or select their own process for identifying their Teacher and Principal of the Year honorees to submit to the state-level competition. School systems using this application may streamline the process for their local-level process, such as having candidates respond to the first written reflection question.
* Teachers and principals taking part in the state-level process will submit their applications in an online application portal. Candidates should save all application materials electronically for future reference.
* State-level applications are due in the online application portal by **Wednesday, January 14, 2026.** School systems will be notified when the state-level online application portal opens.

**A complete state-level application includes:**

* Basic information, including a bio and social media quote
* Résumé (two pages or less)
* Responses to two written reflection questions and one video prompt
* Two years of student success data (SLTs or other data)
* **Please ensure that the data submitted does not contain Student Personal Identifying Information (PII).**
* Up to three letters of recommendation
* Candidate consent form
* Student consent forms (Needed for each student included in the application, such as in video/photos/etc.)
* Supplemental materials may be submitted to accompany the written/video responses and application. (Optional)
* These materials may be in any format, such as a chart, news article, video, photos, etc.
* Please label all materials accordingly to clearly reflect the task they are accompanying.

**I. BASIC INFORMATION:**

**Name:** Click here to enter text. **Phone Number (cell preferred):** Click here to enter text.

**Preferred Email:** Click here to enter text. **School:** Click here to enter text.

**School System/District:** Click here to enter text.

**Current Grade(s) at School:** Click here to enter text.

**How many years have you been a school leader?** (Including this year)Click here to enter text.

**II. Bio:** Add your professional bio in the textbox below. Please follow the [guidelines](https://docs.google.com/document/d/1d-wD6HFW2LIQ_JXaiiSsMKJwnJXWEvdKh1HXkIYNknE/edit?usp=sharing). (250 words or less)

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**III. Six Word Story:** Add a “Six Word Story” that captures the essence of you as an educator. For example, “He Is…..because of what was,” “Teaching Art is an Abstract Artform” and “I Teach So I Change Lives.”

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**IV. WRITTEN REFLECTION RESPONSE ONE:** Add your response to the following prompt in the textbox below. Note- You may also submit supplemental materials to accompany your response. (Optional)

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| Describe how you engage students and teachers of all backgrounds and abilities in effective teaching and learning on a daily basis. In your response, discuss the deliberate actions you take that positively impact student and educator success, as well as what these actions reveal about your beliefs about leadership, teaching, and learning. (750 words or less) |
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**V. WRITTEN REFLECTION RESPONSE TWO:** Add your response to the following prompt in the textbox below. You may also submit supplemental materials to accompany your response. (Documents may be in any format, such as a chart, news article, video, photos, etc.) (Optional)

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| Thinking about the Louisiana Leader Rubric, what program, activity, or leadership effort are you most proud of that demonstrates your ability to set a clear vision, strengthen teaching and learning, and engage your school community? What challenges did you face in establishing this work, and what successes or impact have you experienced that other school leaders across the state could learn from or replicate? (750 words or less) |
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**VI. VIDEO RESPONSE:** Respond in video format. Add your video in the textbox below as a YouTube video link. You may also submit supplemental materials to accompany your video. (Documents may be in any format, such as a chart, news article, video, photos, etc.) (Optional)

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| Describe specific ways in which you empower your students and teachers to build community connections. In your response, describe specific ways you empower students and teachers to build these community connections, and explain how such partnerships dissolve the walls of the classroom or school and positively impact student learning and success for all. (2 minutes or less)  Add the YouTube video URL in the space below. |
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**VII. ADDITIONAL ITEMS:** If there are any additional materials that would strengthen your application, but you weren’t asked to share, please submit along with your complete application.

**VIII. SIGNATURES/APPROVAL**: Please add your name and the name of your immediate supervisor below. Doing so indicates that your supervisor supports the submission of your application.

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| Principal’s Name: |
| Immediate Supervisor’s Name: |

* **Questions-**
* Visit the [Staff and Educator Awards](https://doe.louisiana.gov/about/awards/staff-and-educator-awards) page
* Email [excellenteducators@la.gov](mailto:excellenteducators@la.gov)

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