2017 Herb Kohl Principal Leadership Program Guidelines

Purpose

The purpose of the Herb Kohl Principal Leadership program is to recognize and support administrative leadership. The Herb Kohl Educational Foundation's goal is to support Wisconsin principals in pursuit of their unrealized goals for their schools or professional development. The 16 Kohl principals and the 16 schools of those principals will each receive $3,000 grants from the Herb Kohl Educational Foundation and will be recognized at a spring banquet.

Nomination Process

To be eligible to compete for a Leadership Award, principals must be nominated by students, parents, other teachers, community members, or administrators. Because the program's purpose is to recognize the contributions of Wisconsin school building administrators **district administrators and superintendents are not eligible**. Additionally, **previous Herb Kohl Leadership Award recipients are ineligible.** Applicants who have been nominated in the past but not selected as a Leadership Award recipient may participate. Nomination forms must be submitted to the Association of Wisconsin School Administrators (AWSA) **on or before Friday, September 23, 2016**.

Application Process

Nominees will be sent a Kohl Principal Leadership Application **no later than October 11, 2016.** In order to provide all nominees an equal opportunity, they must follow all instructions in the application form. **All applications must be typed.**

Nominees will be evaluated on the following:

1. Personal educational philosophy;
2. How they work to raise achievement for all students;
3. Innovative projects/programs;
4. Commitment to their community;
5. Unrealized goals for their schools or professional development; and
6. Positive impact on students and staff.

Each nominee **must submit three letters of recommendation as outlined in the application.** Letters should enhance the nominee's application by illustrating **specific examples of the principal's skills and contributions, knowledge, or attributes emphasized in the application materials**.

Application Due Date

Kohl Principal Leadership nominees must submit their completed applications to AWSA **no later than Friday, December 2, 2016.** Do not send applications to the DPI or the Herb Kohl Educational Foundation.

Selection Process

Successful applicants' materials will be forwarded to a State Selection Committee by **December 9, 2016**. Representatives of the Kohl Educational Foundation, CESAs and MPS, the Wisconsin Council of Religious and Independent Schools, the Wisconsin Newspaper Association, and state education-related associations serve on the State Selection Committee.

Wisconsin/National Principal of the Year Programs

Public school recipients of the Kohl Principal Leadership Award automatically become candidates for the Wisconsin Principal of the Year (POY) program. An elementary principal and a secondary principal will be selected from the recipients with the highest scores. The chosen POY nominees will be sent their national application packets in March. Applications are due to the NAESP and the NASSP by May of 2016.

Summary of Important Dates

Nomination Deadline: All completed nominations must be submitted to AWSA no later than **September 23, 2016**

Nominee: Deliver your completed application packet to AWSA no later than **December 2, 2016**

DO NOT send any completed applications to the Wisconsin Department of Public Instruction or to the Herb Kohl Educational Foundation. Doing so may prevent the applications from being considered.

Good Luck!