



2021/22 Caliber Awards Nomination Process Schedule of Activities

Activity	Deadline
Principal of the Year (POY) / Assistant Principal of the Year (APOY)	
POY/APOY nomination process ends	9/3/21
POY/APOY nominees complete and submit application packets to Dr. Carolyn Stewart	9/24/21
District Screening Committee scores application packets to identify POY/APOY finalists	11/5/21
District Screening Committee interviews POY/APOY finalists	12/8/21
Teacher of the Year (TOY)	
TOY nominee selection process ends	10/4/21
TOY nominee completes and submits application packet to principal	10/15/21
Principal submits application packet with checklist* to cadre director	10/18/21
Cadre director submits one application packet to Dr. Carolyn Stewart	11/5/21
District Screening Committee scores semifinalists' application packets	12/3/21
Observation Team reviews finalists' classroom presentations	12/15/21
Finalists record classroom presentation video	1/7/22
Finalists submit classroom presentation videos to Dr. Carolyn Stewart	1/7/22
District Screening Committee reviews finalists' classroom presentation videos and interviews finalists	1/13/22
School-Related Employee of the Year (SREOY)	
SREOY nominee selection process ends	10/4/21
SREOY nominee completes and submits application packet to principal, District-based executive director or director	10/15/21
Principal, District-based executive director or director submits application packet to cadre director or executive team leader. <i>Note: Principal includes checklist* with application packet.</i>	10/18/21
Cadre director or executive team leader submits one application packet to Dr. Carolyn Stewart	11/5/21
District Screening Committee scores semifinalists' application packets	12/3/21
District Screening Committee interviews SREOY finalists	12/8/21

*Checklist included in Nomination Guidelines.