

CAROLINE COUNTY PUBLIC SCHOOLS



2024

CCPS LEGACY AWARDS Official Nomination Packet

The CCPS Legacy Awards celebrate alumni and contributors whose achievements, leadership, service, and character have made a lasting impact on Caroline County Public Schools, their professions, their communities, and future generations.

Nomination Window:
August 1–31 Annually

Welcome to the CCPS Legacy Awards



Dear Community Members,

Caroline County Public Schools proudly presents the CCPS Legacy Awards, a distinguished recognition program designed to honor individuals whose accomplishments, service, leadership, and dedication have left a lasting legacy.

The Legacy Awards celebrate those who have demonstrated excellence in athletics, education, military service, professional careers, community engagement, and support of public education.

As we recognize these remarkable individuals, we also inspire current and future students to pursue excellence and make meaningful contributions to their communities.

Thank you for helping us honor those who have shaped our past and continue to inspire our future.

Dr. Sarah Calveric

Superintendent

Caroline County Public Schools

LEGACY AWARDS PROGRAM OVERVIEW

MISSION

To honor individuals whose accomplishments, leadership, service, and character reflect positively on Caroline County Public Schools and inspire future generations of students.

SELECTION PHILOSOPHY

- Demonstrated exceptional achievement
- Exhibited leadership and integrity
- Made meaningful contributions to their profession or community
- Served as positive role models
- Left a lasting legacy connected to Caroline County Public Schools

Caroline County Public Schools proudly presents the CCPS Legacy Awards, a distinguished recognition program established to honor alumni and contributors whose achievements, leadership, service, and dedication have made a lasting impact on their professions, communities, and future generations.

The Legacy Awards celebrate individuals who exemplify excellence and serve as role models for current and future students. Through this program, CCPS recognizes those whose stories reflect the values, traditions, and aspirations of our school division.

TWO DISTINGUISHED PATHWAYS

Hall of Fame

Recognizing excellence and achievement in athletics.

Hall of Distinction:

Recognizing excellence in 3E Readiness:

- Enrolled (Education)
- Employed (Career Achievement)
- Enlisted (Military Service)

Contributors who have made a significant impact on Caroline County Public Schools may also be considered for recognition.

HALL OF FAME CRITERIA

Athletic Excellence

The Hall of Fame honors individuals whose accomplishments have significantly impacted Caroline County athletics.

GENERAL ELIGIBILITY REQUIREMENTS

Nominees should:

- Be graduates of a Caroline County Public School or Caroline High School; OR
- Be a former employee, educator, coach, volunteer, or community contributor with significant service to CCPS
- Have demonstrated accomplishments that have stood the test of time
- Reflect the values and character expected of a Legacy Award recipient

Waiting Period

- Hall of Fame Athletes must be out of high school for a minimum of eight (8) years.
- Hall of Distinction nominees should generally be at least ten (10) years removed from graduation or service.



ATHLETE CATEGORY

Nominees may be considered based upon:

- ◆ District, Regional, and State Championships
- ◆ School, District, Regional, or State Records
- ◆ Athletic awards and recognitions
- ◆ All-State selections
- ◆ VHSCA All-Star selections
- ◆ Collegiate or professional accomplishments
- ◆ Sportsmanship, leadership, and character
- ◆ Positive representation of Caroline County Public Schools



COACH CATEGORY

Nominees may be considered based upon:

- ◆ Coaching longevity and dedication
- ◆ District, Regional, and State Championships
- ◆ Career victories
- ◆ Coaching awards and recognitions
- ◆ Contributions to athletic program development
- ◆ Positive influence on student athletes
- ◆ Leadership and character



CONTRIBUTOR CATEGORY

Nominees may be considered based upon:

- ◆ Service to athletic programs
- ◆ Volunteerism
- ◆ Financial or professional support
- ◆ Mentoring and program development
- ◆ Long-term dedication to athletics
- ◆ Impact on student opportunities

HALL OF DISTINCTION CRITERIA

Recognizes distinguished career achievement and professional excellence.



EMPLOYED

Recognizes distinguished career achievement and professional excellence.

EXAMPLES:

- Leadership
- Innovation
- Professional Recognition
- Entrepreneurship
- Community Impact



ENROLLED

Recognizes outstanding educational achievement.

EXAMPLES:

- Advanced Degrees
- Academic Research
- Educational Leadership
- Scholarship Contributions



ENLISTED

Recognizes distinguished military service.

EXAMPLES:

- Leadership
- Service
- Commendations
- Veteran Advocacy



ARTS & CULTURE

Recognizes significant contributions in:

- Music
- Literature
- Theater
- Visual Arts
- Film
- Dance



CCPS CONTRIBUTOR

Recognizes non-alumni who have made substantial contributions to Caroline County Public Schools.

EXAMPLES:

- Educators
- Administrators
- Volunteers
- Community Partners
- Advocates for Students

ELIGIBILITY & TIMELINE

Nominees must:

- Be a CCPS graduate OR
- Be a significant contributor to CCPS
- Demonstrate sustained excellence and positive impact

TIMELINE

August 1-31	•	Nomination Submission Window
September	•	Committee Review Process
September 25	•	Legacy Awards Class Announcement
November 12	•	Legacy Awards Gala

NOMINATION CHECKLIST

Before submitting, please verify:

- Completed Application
 - Biography
 - Legacy Statement
 - Supporting Documentation
 - Letters of Recommendation
 - Awards/Certificates
 - Articles/Publications
 - Photos
 - Signature Page
-

NOMINATION APPLICATION

Nominee Full Name:

Graduation Year (if applicable):

Pathway Category (check one):

- ☐ Employed ☐ Enlisted ☐ Enrolled ☐ Arts & Culture
☐ Athlete ☐ Coach ☐ CCPS Contributor

Nominator Name:

Nominator Relationship to Nominee:

Nominator Phone:

Nominator Email:

BRIEF BIOGRAPHY

LEGACY STATEMENT

SUPPORTING DOCUMENTS ATTACHED:

- ☐ Letters of Recommendation
☐ Awards/Certificates
☐ Articles/Publications
☐ Photos/Media

Nominator Signature:

Date:

NOMINATION APPLICATION (PART 2 OF 3)

4. NOMINEE BIOGRAPHY (150-300 words)

Provide a brief biography of the nominee, including background and key life experiences.

5. LEGACY STATEMENT (200-400 words)

Why should this individual be considered for the CCPS Legacy Awards? Describe their accomplishments, leadership, service, and impact.

6. SUPPORTING DOCUMENTS ATTACHED:

- ☐ Letters of Recommendation
- ☐ Awards/Certificates
- ☐ Articles/Publications
- ☐ Photos/Media

Nominator Signature: _____

Date: _____

NOMINATION APPLICATION (PART 3 OF 3)

7. COMMUNITY IMPACT (150-300 words)

Describe how the nominee has positively impacted the community, school district, or beyond.

8. ADDITIONAL INFORMATION

Any other relevant details, achievements, or context the selection committee should consider.

9. CERTIFICATION

I certify that the information provided is true and accurate to the best of my knowledge.

Signature: _____ Date: _____

Print Name: _____ Phone: _____

CERTIFICATION & SUBMISSION

NOMINATOR CERTIFICATION

I certify that the information submitted is accurate and complete to the best of my knowledge.

Signature: _____ Date: _____

Print Name: _____ Phone: _____

Email: _____

SUBMISSION INFORMATION

**Caroline County Public Schools
CCPS Legacy Awards Program**

Email: lstevens@ccps.us

Website: www.ccps.us

**NOMINATION WINDOW
AUGUST 1-31 ANNUALLY**
