

2008 Nomination Form

Administrator of the Year Awards

This form, or a photocopy, **must be used** to submit nominations. **It takes the place of any resume or vitae.** You may send a total of two pages of supporting documents (such as newspaper articles and letters of support). Nominations must be submitted to your region president or designee for selection and forwarding to state ACSA. *(Please refer to page 21 for the name and address of your region president.)*

CRITERIA* A nominee for Administrator of the Year must be an active ACSA member who demonstrates exemplary performance in the following standards. Attach an additional two pages maximum explaining how your nominee meets these criteria, providing specific examples. These two pages are in addition to your two pages of supporting documents (letters of support, etc.).

- 1) Promotes the success of all students by facilitating the development, articulation, implementation, and stewardship of a vision of learning that is shared and supported by the school community.
 - 2) Promotes the success of all students by advocating, nurturing, and sustaining a school culture and instructional program conducive to student learning and staff professional growth.
 - 3) Promotes the success of all students by ensuring management of the organization, operations, and resources for a safe, efficient, and effective learning environment.
 - 4) Promotes the success of all students by collaborating with families and community members, responding to diverse community interests and needs, and mobilizing community resources.
 - 5) Promotes the success of all students by modeling a personal code of ethics and developing professional leadership capacity.
 - 6) Promotes the success of all students by understanding, responding to, and influencing the larger political, social, economic, legal, and cultural context.
- * A nominee for Administrator of the Year in the Classified Manager, Confidential Employee and Professor of Education categories may be any ACSA member who demonstrates exemplary performance in the following standards:
- Strong support for the school management team.
 - Exceptional leadership in managing school programs.
 - Commitment to educational quality and student achievement.
 - Commitment to professional growth.
 - Creativity and innovation in dealing with issues and problems facing public education.

AWARD NOMINEE

Region # _____ Award Category (select one from box at right) _____

Name of Nominee _____

Current Position/Title _____

School or District _____

Address _____

City _____ State _____ Zip _____

Work Telephone _____ Home Telephone _____

Fax _____ E-mail _____

AWARD CATEGORIES

- A. Superintendent
- B. Secondary Principal
- C. Middle Grades Principal
- D. Elementary Principal
- E. Central Office Administrator — County/District
- F. Secondary Co-Administrator
- G. Elementary Co-Administrator
- H. Classified Manager
- I. Confidential Employee
- J. Personnel/Human Resources Administrator
- K. Adult Education Administrator
- L. Career Technical Education Administrator
- M. Special Education Administrator
- N. Superintendent/Principal
- O. Business Services Administrator
- P. Pupil Personnel Administrator
- Q. Curriculum & Instruction Administrator
- R. Continuation/Educational Options Administrator
- S. Professor of Education

NOMINATED BY:

Name _____ Region # _____

Title _____

School or District _____

Address _____

City, State Zip _____ Work Telephone _____ E-mail _____

REGION APPROVAL:

Region President or Designee _____ Region # _____ Signature _____

Title _____ Work Telephone _____ E-mail _____

Region Deadline _____

NOMINATIONS MUST BE SUBMITTED TO YOUR REGION. CHECK WITH REGION PRESIDENT FOR DUE DATE. REGION PRESIDENTS MUST FORWARD TO STATE ACSA BY FEBRUARY 8, 2008.

PROFESSIONAL GROWTH Please select no more than five major activities in each category, confining your responses to this page.

A. NOMINEE'S EDUCATIONAL EXPERIENCE

POSITIONS HELD	SCHOOL SYSTEMS/FIRMS	DATES
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____

B. MEMBERSHIPS AND OFFICES HELD IN PROFESSIONAL ORGANIZATIONS/DATES:

1. _____
2. _____
3. _____
4. _____
5. _____

C. PUBLICATIONS/ARTICLES/PRESENTATIONS/DATES:

1. _____
2. _____
3. _____
4. _____
5. _____

D. COMMUNITY LEADERSHIP/DATES:

1. _____
2. _____
3. _____
4. _____
5. _____

E. OTHER

1. _____
2. _____
3. _____
4. _____
5. _____

Before you submit your nomination, be sure to include:

- Your completed nomination form (typed versus handwritten).
- Two pages maximum explaining how the nominee meets the award criteria.
- (Optional) Two pages maximum of supporting documents, such as letters of support or newspaper articles.
- REGION ONLY:** The region president's (or designee's) signature and contact information