

DATE: January 27, 2023
TO: All Members of NHSAA
FROM: Kathleen Murphy
Chair, Recognition Committee
SUBJECT: Call for Nominations

2023 NHSAA Outstanding Service Award



Each year since 1994, The New Hampshire School Administrators Association has been pleased to recognize an outstanding New Hampshire school system leader (who is not a superintendent of schools) with a special award at its annual meeting. The NHSAA 2023 Outstanding Service Award Committee is charged with selecting an individual from the nominations of members. The purpose of this memo is to invite you to nominate a candidate for consideration by our committee.

If you wish to nominate an administrator you believe exemplifies the criteria, please forward the form below along with a nomination letter and two letters of endorsement to me by **Friday, March 3, 2023**. *See note below.

NHSAA Outstanding Service Award
c/o Kathleen Murphy
SAU #08
39 Liberty Street
Concord, NH 03301
Email: kmurphy@sau8.org **Phone:** (603) 225-0811

To assist you in your nomination, please consider that the candidate will be evaluated using the following criteria: leadership for learning, communication skills, professionalism, and community involvement. (See next page for criteria and timeline.)

Due Date: Friday, March 3, 2023

New Hampshire School Administrators Association
2023 Outstanding Service Award

Nominee's Name: _____ SAU # _____

Nominator's Name: _____ SAU # _____

**NOTE: As nominator you are responsible for soliciting two letters of endorsement plus a letter from the nominee's superintendent, if different from the nominator.*

Letters of nomination and endorsement should address the following criteria:

- Nominee works to improve district educational programs and/or services
- Nominee is focused in a direction and is moving to achieve SAU/district purpose
- Nominee contributes to workplace climate and high morale
- Nominee anticipates emerging problems and acts to resolve them
- Nominee demonstrates professional growth and involvement

Letters of endorsement are to be limited to two in addition to that of the superintendent, if different from nominator.

2023 Outstanding Service Award Timeline

January 27, 2023: Invitation to nominate sent to all NHSAA members

March 3, 2023: Nomination form and letters in support of nominee due to chair's office

March 10, 2023: Winner selected and notified by the chair

March 13, 2023: Winner announced via press release

June 28-30, 2023: Recognition ceremony at the annual meeting