



Texas Association of School Boards

P.O. Box 400 • Austin, Texas 78767-0400 • 512.467.0222
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Serving Texas Schools Since 1949

January 2017

Dear Board President:

Each year TASB recognizes a select group of superintendents for exemplary and visionary leadership. One of these administrators will be designated as the 2017 Superintendent of the Year (SOTY) at the TASA/TASB Annual Convention in Dallas next fall.

Nominations should be sent by Monday, **May 15, 2017**, to your region's education service center (ESC). Entries must be either postmarked by May 15 or delivered to the ESC by close of business that day. **Please note:** The entry process has been streamlined. Districts need to send a letter of recommendation no longer than five pages. Include a photo of the superintendent on a separate page with the resume (limited to no more than three pages). Please be sure to specify current involvement in professional organizations first in this section of the resume. Address the letter to the SOTY Selection Committee.

In addition to the letter of recommendation and resume, the entry should include the board Resolution, Official Entry Form, and Student Performance Work Sheet. No other photos or documentation should be included in the entry.

So every district can get to work immediately, the brochure detailing criteria, Official Entry Form, Student Performance Work Sheet, Resolution, and ESC list are included in this mailing. You also can access this same information on the TASB website at tasb.org/soty.

We hope you will nominate your superintendent for this significant award. **Please note:** Board action is required for the Resolution, and the nominee must have served as superintendent of the district since September 1, 2014; be a TASA member; be certified and meet the State Board for Educator Certification continuing professional education requirement; and be an active superintendent at the time of the 2017 TASA/TASB Convention.

Participating districts should place an item to cover the Resolution on their next board meeting agendas. If you have any questions about the nominations procedures, call me at **800.580.8272**, extension 2933, or e-mail barbara.williams@tasb.org.

Sincerely,

Barbara Williams
Public Information Officer

Enclosures