

Schedule

April 21 ★ Nomination submissions due to designated ESC

June 30 ★ Regional screening completed and nominations submitted to TASB

August 25-26 ★ All regional winners interviewed and five finalists chosen by TASB State Selection Committee

September ★ Finalists interviewed and Superintendent of the Year chosen by TASB State Selection Committee

September 29 ★ Presentation of the award at txEDCON23

Selection Procedure

TASB Regional Screening Committees. The ESC will coordinate the regional screening. School board members serving on the regional screening committee are from districts that do not have superintendents nominated for the award and do not have board members on the TASB State Selection Committee. Each regional screening committee will submit one nomination to the TASB State Selection Committee.

TASB State Selection Committee. The State Selection Committee is typically composed of members of the TASB Board of Directors appointed by the TASB president to serve on the TASB Member Services Committee. A TASB director may not serve if the superintendent from his or her district is being considered.

Entry documents for the SOTY award program can be downloaded from tasb.org/soty. Questions? Call us at **800-580-8272** or email soty@tasb.org.



Since 1984, the Superintendent of the Year (SOTY) award program has honored outstanding administrators for achievement and excellence in public school administration. These school leaders exhibit exemplary and visionary leadership toward improving student performance. They are chosen for their strong leadership skills, dedication to improving the quality of education in their districts, and commitment to public support and involvement in education.

Eligibility and Nominations

A local school board that is currently an “Active Member” of the Texas Association of School Boards (TASB) may nominate its superintendent. Nominees must meet the following requirements:

- Have served as a superintendent of the district since September 1, 2020 (interim positions do not count)
- Be a member of the Texas Association of School Administrators (TASA)
- Be certified and meet the State Board for Educator Certification continuing professional education requirement
- Be an active superintendent at the time of the txEDCON23

Superintendents who receive the top state award cannot be nominated again during the following five-year period. This rule does not apply to superintendents who were named regional winners or state finalists.

Entry Requirements

Recommendation Letter. In a letter of recommendation addressed to the SOTY Selection Committee, the school board president should cite examples of the superintendent’s leadership, while expanding on the following topics:

- Leadership, Management, and School Climate
- School Board-Superintendent Relations
- School Improvement and Instructional Leadership
- Fiscal Management
- School-Community Relations

At the end of the letter, succinctly explain “Why our superintendent should be selected as Superintendent of the Year.”

Nomination Packet. Be sure to include the following:

1. Official Entry Form.
2. Student Performance Worksheet.
3. The letter, signed by the board president (no longer than five pages, 12-point Times New Roman, 1.5-line spacing, and 1-inch margins).
4. A basic resume listing current positions and professional organizations (no more than three pages).
5. A resolution indicating the board’s decision to nominate the superintendent (remember to place the resolution on the board meeting agenda early in the process).
6. Three photos: a photo of the superintendent (headshot), a photo of the superintendent and the board, a photo of the superintendent interacting with students.

Photo Requirements

Minimum photo size 1,500 x 2,100 pixels (5 inches by 7 inches at 300 dpi); preferred photo size 8.5 inches by 11 inches in .jpg format.

No other documentation will be accepted.

Submission. Send nominations to the executive director of the district’s education service center (ESC) being sure to copy soty@tasb.org. The packet documents should be scanned and submitted as a single PDF in the order listed above, except for the photos, which should each be individual .jpg files. The packet and photos must be emailed to the ESC by close of business April 21.