

# Conference Information

National Alliance of Black School Educators

## 46<sup>th</sup> Annual Conference

November 6-11, 2018

### We invite you to JOIN us and...

✓ Attend Workshops, Education Strands, Plenary Sessions and Research Roundtables for ALL educators Pre-K-16

✓ Network with more than 2,000 educators from across North America and beyond

✓ Visit more than 150 Education, Non-Profit and Retail Exhibitors in the Exhibition Hall

**WHO SHOULD ATTEND:** NABSE members, supporters, superintendents, principals, school board members, education human resource professionals, deans, professors, education department heads, administrative/educational support staff, teachers, parents, curriculum specialists, students, clergy, employers, job seekers and any individual or organization concerned about the education of our nation's children.

### Schedule at a Glance

#### TUESDAY, NOV. 6 (Pre-Conference)

- Registration Opens (3pm – 8pm)

#### WEDNESDAY, NOV. 7 (Pre-Conference)

- Golf Tournament
- Collegiate Tour
- PreK-12 School Tour
- Cultural Tour
- Parent Summit
- NABSE Aspiring Superintendents Academy
- NABSE Board of Directors Meeting

#### THURSDAY, NOV. 8

- Opening Plenary/Delegate Assembly
- Workshops & Research Roundtable
- Youth Symposium
- Exhibit Hall Grand Opening
- Demonstration Schools
- School Board/Superintendent/Governance Symposium
- Administrators' Symposium
- Commission Meetings
- Affiliate Presidents' Meeting
- Affiliate Opening Night Reception

#### FRIDAY, NOV. 9

- Workshops & Research Roundtable
- Superintendents' Strand
- Principals' Strand
- Higher Education Professionals Strand
- School Board Strand
- Administrators' Strand
- Demonstration Schools
- Market Place Workshops
- Founding Members Luncheon
- Exhibition Hall Reception

#### SATURDAY, NOV. 10

- Workshops
- Delegate Assembly
- Ed Camp
- Teachers' Leadership Summit
- Thought Leaders TED Talk
- NABSE Honors & Awards Red Carpet Gala

#### SUNDAY, NOV. 11

- Ecumenical Service

## Accommodations



### **Hilton Baltimore (Headquarters Hotel)**

401 W. Pratt Street  
Baltimore, Maryland 21201

Rate: \$199.00 Single/DbL. Occupancy (Discounted rate is good through October 31, 2018)

**Reservations: 1-800-445-8667 Use Group code (NAB)**

*Hotel is located next door to the Baltimore Convention Center*



### **Marriott Inner Harbor at Camden Yards**

110 South Eutaw Street  
Baltimore, Maryland 21201

Rate: \$199 Single/Double Occupancy (Discounted rate is good through October 31, 2018)

**Reservations: use this email link: <https://book.passkey.com/e/49689759>**

*Hotel is located two blocks from the Baltimore Convention Center)*

# Registration Information

## EARLY BIRD SPECIAL!

**Attendees who register by July 31, 2018 will receive a deduction of \$50!**  
 (This rate does not include Single Day/Spouse, Parents Day Registration and Student-Basic.)

### REGISTRATION RATES

Membership Status*	Full	Basic
Individual Non-Member	\$590	\$445
Individual Member	\$495	\$350
Retiree Non-Member	\$425	\$350
Retiree Member	\$375	\$300
Student Non-Member**	\$295	\$255
Student Member**	\$275	\$235
Single Day/Spouse	N/A	\$245

Parent Summit..... \$50 (Single Fee)  
**Aspiring Superintendents Academy** ..... **\$125**

### REGISTRATION CATEGORIES

- **Full Registration:** All programs, workshops, speakers, exhibits, Opening Night Reception, Founding Members Luncheon and Annual Banquet.
- **Basic Registration:** Same as Full but does not include Founding Members Luncheon or Annual Banquet tickets.
- **Daily Registration:** Provides a one-day pass, on designated day, to all public events, except Founding Members Luncheon and Annual Banquet.

\*Members with outstanding membership dues must complete and submit a membership renewal application. Persons whose membership dues are delinquent will be charged the Non-Member registration rate.

\*\*Student membership/registration category applicable only to full-time college students who are NOT employed. Valid student identification card must be presented on-site or higher registration rates will apply.

### REGISTRATION POLICIES

- Online conference registration is available at [www.nabse.org](http://www.nabse.org) through Nov. 3, 2018 by **Purchase Order or Credit Card**.
- Requests for refunds must be submitted in writing to the NABSE Office electronically or by mail, postmarked no later than Oct. 26, 2018. **NO refunds will be issued after this date.**
- Declined credit cards may result in delayed registration.
- On-Site Registrants **must** come to the On-Site Registration booth to make any required payment in order to receive their registration materials and conference credentials.
- **NO PERSONAL CHECKS will be accepted on-site for any conference fees including registration, luncheon tickets, etc., under any circumstances.**
- Attendees will not gain access to conference activities without remitting full payment and displaying conference credentials.
- A \$50 service charge will be assessed on all refund requests. However, **NO** refunds will be issued after Oct. 26, 2018.
- A \$30 fee will be assessed for all returned checks.
- A \$50 fee will be assessed to transfer registration from one individual to another. Registration transfer requests must be submitted in writing by November 2, 2018.
- Conference badges must be worn in order to gain access to all functions.
- The registrant's full name and organization will appear on conference credentials and registration documents **exactly** as it is provided on the registration form. Badges **must** be worn to all events.
- **All registration and membership fees must be paid in full prior to receiving conference materials.**

# Registration Form

## EARLY BIRD SPECIAL!

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### REGISTRATION RATES

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Student Member**	\$275	\$235
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Parents' Day..... \$50 (Single Fee)  
**Aspiring Superintendents Academy ..... \$125**

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\*\*Student membership/registration category applicable only to full-time college students who are NOT employed.  
 Valid student identification card must be presented on-site or higher registration rates will apply.

Name: Prefix \_\_\_\_\_ First \_\_\_\_\_ MI \_\_\_\_\_ Last \_\_\_\_\_  
 Position/Title \_\_\_\_\_  
 District/Organization/Company \_\_\_\_\_ City/State/Country \_\_\_\_\_  
 Mailing Address \_\_\_\_\_ Home \_\_\_\_\_ Office \_\_\_\_\_  
 Home Phone \_\_\_\_\_ Personal Email \_\_\_\_\_  
 Work Phone \_\_\_\_\_ Work Email \_\_\_\_\_  
 Fax \_\_\_\_\_  
 NABSE Affiliate \_\_\_\_\_

### Conference Add-Ons

**Wednesday, Nov. 7, 2018**  
*Pre-Conference Activities – Additional Fees Required*

5 NABSE Aspiring Superintendents' Academy..... \$125

Dining with Divas Event ..... \$75  
*Dining with Divas is a dinner and learning session hosted by NABSE. Many influential women serve as the Divas for the night. Mix and mingle with these leaders to gain insight from the perspective of a woman with the necessary skills to navigate the professional workplace in executive leadership positions. Build personal and professional relationships with the best in the business. Spaces are limited, so register early.*

Men on a Mission Event ..... \$75  
*Men on a Mission are a dinner and learning session hosted by NABSE. Many prominent men serve as the Men on a Mission honorees for the night. Discuss various topics with these leaders to gain insight from the perspective of an executive leadership position. Build personal and professional relationships with the best in the business. Spaces are limited, so register early.*

**Number of Additional Meal Tickets**

Founding Members Luncheon (Fri, Nov. 9) \_\_\_\_\_ (\$70 each)  
 NABSE Honors & Awards Gala (Sat, Nov. 10) \_\_\_\_\_ (\$80 each)

### PAYMENT INFORMATION

AMEX \_\_\_\_\_ MasterCard \_\_\_\_\_ Registration: \_\_\_\_\_  
 VISA \_\_\_\_\_ Money Order \_\_\_\_\_ Meal Ticket(s): \_\_\_\_\_  
 Check \_\_\_\_\_ P.O. \_\_\_\_\_ **Total Enclosed: \$** \_\_\_\_\_  
 Purchase Order Number: \_\_\_\_\_  
 Cardholder's Name (Required): \_\_\_\_\_  
 Credit Card No.: \_\_\_\_\_ Exp. Date: \_\_\_\_\_  
 Address \_\_\_\_\_ ccv: \_\_\_\_\_  
 Signature: \_\_\_\_\_

*Required for Credit Card Authorization*

**Please Send Completed Application and Payments to:**  
 The National Alliance of Black School Educators • 310 Pennsylvania Ave., SE • Washington, D.C. 20003

# Membership Application

Please Provide Complete Information

Select One:  Renewal  New

Name: Prefix \_\_\_\_\_ First \_\_\_\_\_ MI \_\_\_\_\_ Last \_\_\_\_\_

Home Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Personal Email \_\_\_\_\_

Position/Title \_\_\_\_\_

School District/Organization/Company \_\_\_\_\_

Office Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Office Phone \_\_\_\_\_ Office Email \_\_\_\_\_

Fax \_\_\_\_\_

Name of Affiliate of which you are a member \_\_\_\_\_

If not currently a member of an Affiliate, would you like to be contacted for membership by the Affiliate in your local area? Yes No

Please send my NABSE correspondence to my:  Home  Office

**Gender**  
 Male  Female

**Age Level (Optional)**  
 18-24  25-34  
 35-44  45-54  
 55-64  65+

**NABSE Commissions**  
 Parents  
 Higher Education  
 Retired Educators  
 Superintendents  
 Administration  
 Governance in Education  
 Instruction & Instructional Support  
 Special Projects, Research & Evaluation

MEMBERSHIP TYPE (Please check as appropriate)			
Corporate	\$2,000	Individual	\$100
Institutional	\$1,000	Retired	\$50
Life	\$900	Student*	\$20
Subscribing Life	\$150	<small>*Student membership category applicable to full-time students who are NOT employed on a full-time basis.</small>	

**PAYMENT INFORMATION**

**Make payable to: NABSE**

Total Enclosed \$ \_\_\_\_\_

Enclosed is a:  
 Check  
 Money Order  
 Purchase Order # \_\_\_\_\_

I authorize NABSE to charge my:  Visa  MasterCard  American Express  Discover

Card Number: \_\_\_\_\_ Card Address \_\_\_\_\_  
 Exp. Date: \_\_\_\_\_

Please Print  
 Cardholder's Name: \_\_\_\_\_ Authorizing Signature: \_\_\_\_\_

**Please Send Completed Application and Payments to:**  
 The National Alliance of Black School Educators • 310 Pennsylvania Ave., SE • Washington, D.C. 20003

# Call for Proposals

National Alliance of Black School Educators

## 46<sup>th</sup> Annual Conference

“Educate, Innovate, Elevate”

**The National Alliance of Black School Educators invites proposals for presentations and workshops for its 46<sup>th</sup> Annual Conference at the Baltimore Convention Center in Baltimore, MD November 6-11, 2018.**

Proposals should adhere to the guidelines set forth for submission. Proposals that fail to meet the selected strand and submission criteria will not be considered. Workshop presenters must choose one of the workshop strands. Please note that proposals will be judged on the relevance to one of the strands. The workshops should be “hands on” and interactive.

**Conference Strands:** The following workshop strands will assist educators and administrators to embrace innovative teaching and management methods ensuring a quality and equitable education for all:

**School Safety Readiness:** *With an alarming increase of school violence incidents in our schools, we are now forced to prepare our schools for these violent realities. This strand invites schools, districts, and universities to illustrate how they are preparing faculty, staff, community, and/or students for this school violence, bullying, crisis response, or active shooting reality with emphasis on before, during, and after the violence to include any counseling, conducting conversations with students, and/or parent-community engagement activities, prevention, and proven strategies provided to inform and prepare all stakeholders. Emphasis will be given to any proposal that has participated in an active shooting event or school violence.*

**Better Health Better Education:** *Educating the whole child includes caring for the mental health of students and addressing some of the common addictions that accompany some of our students. This proposal calls for presentations that will inform schools on how we can help these affected student succeed and that will educate school leaders and educators well on ONE of the following topics: 1) understanding mental health issues such as depression, anxiety, addiction, or trauma, 2) recognizing and addressing the life stressors that face many minority children in our schools, and 3) partnering and collaborating with community, law enforcement, and other health providers to support students facing trauma or crisis.*

**Innovative Leadership on the Move:** *The constant need to elevate our leadership efforts in schools, districts, and organizations is continuous as we adopt the best research-based practices to create high-performing districts and to improve performances of students, teachers, and/or leaders. Proposals in this area will speak to K-16 leaders at any level (school board or unions, district or school administrators,, teacher leadership, elementary, middle school, high school, university) in one of the following areas: leading or creating professional learning, creating and sustaining a high-performance school culture, designing the innovative future, using leadership coaching to improve capacity, and preparing or using Every Student Succeed Act (ESSA) to support principal and other leaders.*



**Teaching in Today's Classroom:** *How are we understanding and teaching to the mindset and behaviors of our students? How are we developing African-American or students of color to think and process learning at high levels? What specific, proven, programs, practices, or strategies are yielding great results with students of color in our classrooms in one of the following areas: teaching culturally responsive curriculum or instruction, integrating social and emotional learning (SEL) in the classroom, OR creating social justice classroom? This strand also calls for proposals that will clearly explain, illustrate, and apply how schools and districts are answering these and alike questions to teach, remediate, support, innovate, prepare, and educate (to include in and beyond the school day) the diverse populations (minorities, LGBTQ, special needs, families in poverty, DACA, trauma, African-American girls or boys, gifted and talented, elementary, middle, or high school students) of our schools. Strands that are supported with proven results will receive strong consideration.*

**Talent Acquisition:** *Districts are responsible for attracting, recruiting, and retaining candidates with emphasis on minorities in both high-performing and low-performing schools for various K-12 positions. This strand is opened for proposals that address any of the following: 1) quality and proven recruiting strategies, 2) retaining employees with opportunities for preparation and advancement within the system via “grown your own;” 3) networking to expand and market your individual employment opportunities or professional brand while maintaining integrity.*

**Equity, Diversity and Inclusion:** *Too often the words “equity” and “equality” are considered to be interchangeable. While similar in some ways, they are starkly different when it comes to education. Students who come to school furthest behind, more often students of color, need more resource and support to catch-up, to succeed, and to close achievement gaps. Leaders interested in submitting proposals for this strand should succinctly describe an equity challenge in their local context such as imbalance funding formulas, lack of access to advance placement courses, limited access to highly effective teachers, implicit biases and manifest behaviors, suspension rates, etc. that may compel one to turn their attention to equity and inclusion. Well written proposals with a clear description of a methodical response to and demonstrated evidence showing improved or improving outcomes to a problem will be asked to present their important work.*

### **Guidelines and Procedures for Submitting Proposals**

**ALL proposals must be submitted electronically by May 31, 2018**

The following criteria is used to judge proposals: 1) relevance to the strands, 2) content quality, 3) clarity, 4) audience engagement, and 5) usefulness and application.

- 1. Selection Criteria:** The proposal submission should address the following criteria:
  - Identify the appropriate audience(s) suited for the session (i.e., superintendents, central office, teachers, principals, curriculum leaders, parents, higher education, high school, middle school, elementary, K-12.);
  - Concisely state how the workshop supports the strand; be specific and avoid rambling or editorializing about the issue. It is important to avoid abbreviations and acronyms that do not clearly explain the session’s content.
  - Denote, where appropriate, the session’s content based on external evaluation, or documented success.
  - State clearly the 2-3 specific goals of the presentation.
  - Describe how the audience engagement or interactive participation will occur within the session.
  - Identify the resources, materials, or information that will be shared with participants and that can be used immediately.

2. Presentations **must be limited to one (1) hour and 15 minutes**, unless otherwise noted. Presenters must also be able to present their session at **any time** during the Annual Conference.

**Important Deadlines**

May 31, 2018	All proposals must be submitted by 11:59 PM at the NABSE website via Call for Proposal link.
July 15, 2018	The lead presenter will electronically receive (to his/her email address) written notification on the status of his/her proposal.
August 31, 2018	<b>All</b> selected presenters <b>must register and pay registration fees.</b> <i>Registrations for presenters must be paid in full. See NABSE website.</i>
September 1, 2018	Final date to submit any changes to the accepted submission via the lead or co-presenters. ( <a href="mailto:proposals@nabse.org">proposals@nabse.org</a> ) by 11:59 PM
September 15, 2018	Please submit all additional A/V rental requests to the conference supplier. ( <a href="mailto:proposals@nabse.org">proposals@nabse.org</a> )
October 1, 2018	Presenters must electronically submit their presentation and/or handouts by 11:59 PM for upload to Conference Portal and return the Confirmation Form to ( <a href="mailto:proposals@nabse.org">proposals@nabse.org</a> )
November 8-10, 2018	Proposals that are approved and accepted for presentation will be scheduled during one of these three dates of the Annual Conference.

3. **All** proposals(due May 31, 2018) must adhere to the following expectations:
- The lead presenter and all co-presenters **must** be listed on the submission form. Any changes to the lead and/or co-presenters must be submitted by **September 1, 2018** in order to be listed in the Official NABSE Conference Program.
  - All presentation titles **must** clearly describe exactly what the presentation is about and must be limited to **10** words. NABSE reserves the right to edit presentation titles. **Remember, each presentation must identify with one of the workshop strands.**
  - A proposal that includes a vendor’s product or services can be jointly submitted with a school district or school that has a relationship with the vendor. The proposal must meet the guidelines for submission. Proposals submitted by for-profit consultants, businesses, or organizations will not be strongly considered.
  - A presentation abstract **must** be submitted and limited to **150 words**, excluding an appropriate title that clearly announces the focus of the workshop. **Concise and specific titles are requested.**
  - NABSE will offer Continuing Education Units (CEUs) to conference attendees. To qualify, NABSE will need to have each session accredited which requires each lead and co-presenter to submit a 50-75 word biography or vitae. The biography or vitae should clearly list the presenters’ educational and professional backgrounds that warrant them as content experts.
4. **Registration: All** presenters whose presentations are selected **must register and pay registration fees.** NABSE **does not** pay honorariums or assume travel, lodging or any other additional costs associated with presenting at the Annual Conference.



5. **Audio/Visual (due September 15):** NABSE will provide **one podium, microphone, screen, LCD projector and Internet access** for each workshop. Presenters may rent additional A/V equipment at their own expense from the conference A/V supplier. An A/V Rental Form will be available on the NABSE website.
6. **Lead Presenter:** NABSE will officially correspond only with the lead presenter. It is the lead presenter's responsibility to communicate all conference information in a timely manner to any and all co-presenters.
7. **Handouts and Presentations:** Lead presenters will electronically forward their handouts and/or PowerPoint presentation to Ed Potillo at [proposals@nabse.org](mailto:proposals@nabse.org). Our norm is that attendees will have access to the PowerPoint and/or handouts during each presentation using the Conference Portal. It is suggested to prepare a very limited number of physical copies for those individuals who may need it.
8. **Submission Notification:** The lead presenter will electronically receive written notification on the status of their proposal. Additionally, a list of the NABSE 2017 workshops and presenters will be posted on the NABSE website. *Notification on the status of your proposal **will not** be provided verbally or by fax.* Lead presenter of selected proposals will receive a confirmation letter and form that will detail the date, time, and place of their scheduled session. It will also include a checklist and the presentation abstract as it will appear on the website and in the official conference program. This form **must be** signed and mailed electronically to [proposals@nabse.org](mailto:proposals@nabse.org) or physically into the NABSE office at 310 Pennsylvania Ave., SE Washington, DC 20003.
9. **Presentation Room-Set-up:** Thirty (30) minutes prior to their presentations, presenters will have access to their assigned room. If their session is in the first timeslot of the day or the first session following a program hiatus, they will have access to their room 60 minutes prior to their session. Conference staff will check in on each presenter prior to the session to make sure the set-up is correct and that all A/V needs are met.
10. Presenters may be able to sell their publications and/or multi-media products during the Conference in the NABSE Exhibition Hall **ONLY**.

***We look forward to receiving your proposal!***

# Awards 2018

Each year, the National Alliance of Black School Educators recognizes distinguished individuals who have made national and international contributions to the education of African American educators and learners. These individuals have shared and exemplified the vision and mission of NABSE. The awards are collectively known as the NABSE Awards (formerly Hall of Fame Awards). NABSE will honor those selected persons at the national conference at a ceremony on Saturday, November 18, 2017. NABSE members/affiliates may nominate a person or organization for one or more of the following awards:

*Hall of Fame Award ♦ Marcus Foster Distinguished Educator Award ♦ W.E.B. Dubois Higher Education Award  
School Board Member of the Year Award ♦ Mary McLeod Bethune Outstanding Teacher Award  
Principal of the Year Award ♦ Joseph E. Hill Superintendent of the Year Award ♦ Ida B. Wells Risk Taker Award  
Living Legend Award ♦ Lifetime Achievement Award*

## GENERAL CRITERIA FOR ALL AWARDS

- Nominations will be accepted only from current NABSE members and active financial affiliates.
- NABSE officers, Commission Chairs and Award Committee members are NOT eligible to receive awards.
- NABSE membership is required for all awardees.
- All nominations require supporting documentation that **must** include a nominating essay written by the *nominator* and a biographical sketch of the *nominee*. The supporting documentation *may* also be in the form of newspaper clippings, citations, photographs of the nominee with trophies and/or plaques, links to online news stories, and links to videos celebrating or showcasing the nominee's achievements. Please do not send valuables. We cannot return anything that is submitted.
- All awardees must be present at the Annual Conference to receive the award.
- All nominations for the Marcus Foster Distinguished Educator Award, W.E.B. Dubois Higher Education Award, Mary McLeod Bethune Outstanding Teacher Award, and the Principal of the Year Award must include a letter of recommendation and/or support from the nominee's immediate supervisor.

## GENERAL INSTRUCTIONS FOR ALL AWARDS

- Only one recipient will be selected for each of the award categories.
- Nominations must be made for a specific award and must be accompanied by the appropriate documentation.
- The official nomination form must be the first page of each packet.
- Attach essay and supporting documentation to the nomination form.
- Place the award's title and the nominee's name on each supporting document page in the upper right corner.
- **Nomination forms and supporting documentation must be received by Friday, September 14, 2018.**
- Send two (2) copies of the nomination form and any attachments to:

*The National Alliance of Black School Educators  
2018 NABSE Awards Nominations  
310 Pennsylvania Ave., SE Washington, D.C. 20003*

- The official nomination form and accompanying documentation may also be scanned and emailed to [reply@nabse.org](mailto:reply@nabse.org). Please use the same instructions above in putting together the scanned packet. Please provide any links to online news stories as well as videos. An electronic confirmation will be sent upon receipt of the emailed packet.

For additional information and applications, please visit [www.NABSE.org](http://www.NABSE.org).

# Awards 2018

The following are brief descriptions of all NABSE Awards:

- ◆ The **HALL OF FAME AWARD** is presented to members based upon their individual achievement in the field of education and their unique service and diligence in carrying out the mission of NABSE.
- ◆ The **MARCUS FOSTER DISTINGUISHED EDUCATOR AWARD** is bestowed upon individuals who have exercised exceptional leadership qualities and who, through their talents, have made systemic impacts in the field of education.
- ◆ The **W.E.B. DuBOIS HIGHER EDUCATION AWARD** is bestowed upon individuals or organization who are actively promoting or advocating higher education for African Americans, through research, instruction, funding/scholarships, or guidance and counseling, or who quest for equity and equal opportunity to learn.
- ◆ The **MARY MCLEOD BETHUNE OUTSTANDING TEACHER AWARD** is bestowed upon teachers whose innovative teaching techniques have led to an increase in student achievement through demonstrating unparalleled commitment and innovation toward enhancing the quality of instruction in the classroom.
- ◆ The **PRINCIPAL OF THE YEAR AWARD** is bestowed upon principals who have demonstrated outstanding leadership skills that have led to a greater sense of student, teaching staff, and parental community support.
- ◆ The **JOSEPH E. HILL SUPERINTENDENT OF THE YEAR AWARD** is bestowed upon current superintendents who have demonstrated a quality of leadership that resulted in significant positive outcomes for students of African descent.
- ◆ The **SCHOOL BOARD OF THE YEAR AWARD** is bestowed upon a local school board that has demonstrated an unswerving commitment to representing and facilitating the educational needs of school children of African descent.
- ◆ The **IDA B. WELLS RISK TAKER AWARD** is bestowed upon individuals who have undergone great personal and professional sacrifice in the service of educational advancement for African Americans.
- ◆ The **LIVING LEGEND AWARD** is bestowed upon leaders in the African American community with a demonstrated commitment to local, regional or national progression of the African American community.
- ◆ The **LIFETIME ACHIEVEMENT AWARD** is bestowed upon individuals in recognition of their outstanding lifetime efforts and achievements to the African American community and the community-at-large.

# Awards 2018

## NABSE AWARDS NOMINATION FORM

**Submission Guidelines:**

1. Type or print all entries.
2. Use one form per nomination. You may duplicate this form as needed.
3. Staple all supporting documentation to the back of this form. Label each supporting document with the name of the award category and the nominee's name in the upper right corner. You may write on the back of the form.
4. If you are sending the nominating packet electronically, please have all supporting documents follow this form when scanning the packet.
5. Fill in this form completely.

**Award Category:** \_\_\_\_\_

**ABOUT THE NOMINEE:**

Name: Prefix \_\_\_\_\_ First \_\_\_\_\_ Last \_\_\_\_\_

Institution/Company \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Work Phone \_\_\_\_\_ Fax \_\_\_\_\_

Work Email Address \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Hone Phone \_\_\_\_\_ Fax \_\_\_\_\_

Personal Email Address \_\_\_\_\_

Web Links \_\_\_\_\_

Is this person a NABSE member in good standing? Yes                      No                      I Don't Know

*I am pleased to nominate the above person.*

Name \_\_\_\_\_ Title \_\_\_\_\_

Company/Home Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Signature \_\_\_\_\_

**Return completed submission form by email to [reply@nabse.org](mailto:reply@nabse.org)  
 Attn: 2018 NABSE Awards Nomination  
 Submission Deadline: September 14, 2018**