



Biloxi Chamber of Commerce Educator Award Nomination Application

- I. Specific Procedures
- A. All nominees must be full-time employees of the nominating school/agency, and their primary duties must correspond to the award category.
 - B. The period of nomination will cover the twelve-month period from June 1, 2015, to May 31, 2016. (Full twelve-month coverage is necessary to provide for summer school activities, athletic coaches, etc.)
 - C. Nominations must be prepared in strict compliance with these procedures:
 - 1. Nominations may be initiated by anyone, but they must be favorably endorsed by the individual's principal (supervisor for administrative and special service personnel).
 - 2. Nominations will include the attached personal data form, which contains information relevant to the position (education and relevant experience).
 - 3. Nomination narrative must be typed and double-spaced. It must not exceed two pages. This narrative must discuss only accomplishments of the twelve-month period from June 1, 2015, to May 31, 2016. Previous awards are irrelevant.
 - 4. Although difficult at times, the narrative cannot include the nominee's name or place of employment
 - 5. The nomination package will be a maximum of four pages composed of:
 - A. A one-paragraph endorsement by a supervisor using a letter format addressed to the Biloxi Chamber of Commerce, sufficiently stating why the nomination is supported
 - B. A narrative, no longer than two pages, double spaced
 - C. Educator Awards nomination form
 - 6. The entire nomination packet must be mailed to
**Educator Awards
Biloxi Chamber of Commerce
11975E Seaway Road
Gulfport, MS 39503 and
Must be postmarked no later than March 21, 2016.**
 - 7. Any infraction of the rules will result in disqualification.
 - D. A committee appointed by representatives of the Biloxi Chamber of Commerce will evaluate the nominees and select the winner in each category.

Award winners will receive a plaque or trophy and a gift certificate to a chamber member restaurant.

Biloxi Chamber of Commerce Educator Award Application Check List

Application Endorsement Letter Narrative

To be considered all applications must contain all items listed above and be submitted by March 21, 2016.



Biloxi Chamber of Commerce Educator Award Nomination Application

Schools (public or parochial) operating in Biloxi may nominate one eligible person in each award category.

Nominee Name:

School:

Mailing Address:

Email Address:

Name and position of nominating official:

Name and position of endorsing official:

Education:

Relevant Experience (brief list of related jobs):

Please include a narrative on

What has the nominee done to enhance education during the 2015-2016 school year?

Award Categories (Check One)

- A. _____ **Elementary Teacher of the Year** Winners will be designated "Outstanding Elementary Teacher of the Year 2015-2016"
- B. _____ **Secondary Teacher of the Year** Winners will be designated "Outstanding Secondary Teacher of the Year 2015-2016"
- C. _____ **Special Service Person of the Year** Include professional staff members (nurses, counselors, librarians, coaches, and other support professionals not classified as teachers or administrators).
- D. _____ **Administrator of the Year** Include any person not classified as a teacher or other professional.