



N.H Association of Special Education Administrators

Jane Bergeron-Beaulieu, Executive Director
Denise Lavoie, Administrative Assistant

NEW HAMPSHIRE SPECIAL EDUCATION ADMINISTRATOR OF THE YEAR

CALL FOR NOMINATIONS

September 2022

Dear Colleague:

The New Hampshire Association of Special Education Administrators (NHASEA) is seeking nominations for the award of 2022-2023 Special Education Administrator of the Year. The association would like to recognize a special education leader whose contribution to his/her educational community has been exemplary. We invite you to nominate a special education administrator who you feel is deserving of this award.

In order to be eligible, a nominee must:

- Be a special education administrator having systems level responsibility with at least 5 or more years of work experience in the field of special education administration
- Demonstrate exemplary performance, innovation, participation in special projects, research or program development
- Contribute significantly to the field of special education
- Be held in high regard by teachers, parents, administrators and fellow special education administrators
- Be a member of the New Hampshire Association of Special Education Administrators (NHASEA)
- Plan to continue as a special education administrator for the next year

NOMINATION REQUIREMENTS:

- Completed nomination form
- A statement written by the nominator not to exceed two pages stating the reasons for believing the candidate is deserving of the award
- Nominators are asked to submit, along with the nomination form, three (3) letters of endorsement (one of which must come from the Superintendent or School Board Chairperson)
- Upon being selected as a finalist, the nominee will be asked to provide the committee with a resume and to respond to questions developed by the selection committee
- Virtual or In-Person Site visitations to the school district will be conducted by representatives of the NHASEA Recognition Committee for those candidates selected as a finalist. The committee members will work with the candidate to arrange the site visit schedule and related details.

9-26-2022

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NOMINATION TIMELINE:

October 1 – Oct 31, 2022	Nominations Open
November 1 – November 21, 2022	Nominations Reviewed by Selection Committee to ensure applications meet criteria. Finalists Selected/Nominees provide resumes and response to questions
December 1, 2022 - January 27, 2023	Virtual Site Visits Conducted
February 2023	Recognition Committee Meets, Selects Special Education Administrator of the Year and Announced at the NHASEA Annual Winter Conference in Portsmouth

The recipient of this award will be acknowledged at the “ED” ies (NH Excellence in Education) Awards in June 2023. **We encourage Central Office Leaders, Principals, Special Education Building Coordinators and NHASEA members to consider nominating a colleague for this award.**

**DEADLINE FOR NOMINATION FORM WITH ACCOMPANYING DOCUMENTS:
October 31, 2022**

Send Electronic Submission of Nomination Packet To: Denise Lavoie at dlavoie@nhasea.org

Submission by Snail Mail will also be accepted:

NHASEA
Special Education Administrator of the Year Nominating Committee
25 Triangle Park Drive, #103
Concord, NH 03301

Thank you in advance for considering submission of a nomination for Special Education Administrator of the Year. Please do not hesitate to reach out to me with any questions regarding the nomination process.
Best Regards,

A handwritten signature in black ink that reads "Jane Bergeron-Beaulieu".

Jane Bergeron-Beaulieu
Executive Director
NHASEA
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Mission Statement: Promoting high quality education and leadership through professional learning, strong partnerships, and the pursuit of solutions to complex challenges within a diverse educational community.

Vision Statement: A voice for equity and excellence in the education of students with exceptional needs.