

**MISSISSIPPI ASSOCIATION OF SCHOOL BUSINESS OFFICIALS  
AND  
SOUTHEASTERN ASSOCIATION OF SCHOOL BUSINESS OFFICIALS  
OUTSTANDING SCHOOL BUSINESS OFFICIAL AWARD**

Each year at the annual conference in February, the Mississippi Association of School Business Officials will recognize an outstanding MASBO member who for that year exemplifies professionalism, leadership and innovation in the field of school business management. The award winner will be recognized by the Southeastern Association of School Business Officials at their Annual Conference in April. A team of past Association of School Business Officials International Eagle Award Recipients from SASBO will assist the State Association's Outstanding Business Official, who are ASBO International Members and are interested, in preparing an application for the ASBO International Eagle or Pinnacle Awards.

MASBO will send their award winner's name to the SASBO Executive Secretary no later than April 1 of each year. The SASBO Executive Secretary will work with the past ASBO International Eagle Award Recipients in contacting the State Award Winner and assist those interested in applying for the ASBO International Eagle or Pinnacle Awards.

**GUIDELINES:**

A Superintendent or active member of MASBO may submit nominations for the Outstanding Business Official to MASBO by submitting the following information:

- A description of the nominee's service to their school district, their profession, their colleagues and their communities by completing the official Nominee Application.
- Three letters of recommendation, at least two of which directly address issues concerning the nominee's activities and career as a school business official. (This is Optional)
- Additional information regarding the nominee, if appropriate, on a separate sheet.

The completed application and attachments must be submitted to MASBO on or before October 31 of each year.

Nominees for the Outstanding Business Official must be a current active MASBO member who is employed by a Mississippi school district.

The MASBO board will review nominees objectively. The board reserves the right to request additional information on any nominee.

MASBO will notify the superintendent and/or family of the successful candidate and invite them to attend the presentation of the award at the annual conference. The names of candidates submitted, and the selection of the successful candidate, will be kept in strict confidence.

**MISSISSIPPI ASSOCIATION OF SCHOOL BUSINESS OFFICIALS  
OUTSTANDING SCHOOL BUSINESS OFFICIALS AWARD**

**NOMINEE APPLICATION**

**Nominee Information**

Full Name of Nominee (an active MASBO member)

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

Current Employer \_\_\_\_\_

Years with Current Employer \_\_\_\_\_

Address

\_\_\_\_\_

Previous Employers (List all known)

\_\_\_\_\_

\_\_\_\_\_

Total Years of Service as a School Business Official (estimate if unknown) \_\_\_\_\_

*Please provide the nominee's superintendent as well as a family contact in the event this nominee is chosen as a recipient.*

Superintendent Name \_\_\_\_\_

Telephone Number \_\_\_\_\_

Family Contact \_\_\_\_\_

Telephone Number \_\_\_\_\_

**Nominator Information**

Name of Nominating Individual \_\_\_\_\_

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

Employer \_\_\_\_\_

Address \_\_\_\_\_

Telephone Number \_\_\_\_\_

Email \_\_\_\_\_

Return this nomination application, three letters of recommendation (optional), and any additional information to:

Sandy Halliwell, Clinton Public School District, P. O. Box 300, Clinton, MS 39060-0300

All nomination applications must be postmarked by October 31. Applications received after the deadline will be returned. Do not fax nomination applications. Please fill out next page.

# MISSISSIPPI ASSOCIATION OF SCHOOL BUSINESS OFFICIALS OUTSTANDING SCHOOL BUSINESS OFFICIAL AWARD

*Please provide the Board with as much information on the Nominee by answering the following questions. When appropriate, please indicate the total years of service for the various activities described.*

**1. Describe the achievements that the individual you are nominating has made to his/her current and prior school district, including implementation of significant project or programs:**

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**2. Describe the service that the individual you are nominating has provided to his/her peers and subordinates either through district service or other formal/informal arenas.**

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**3. Describe the service that the individual you are nominating has made to MASBO.**

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**4. Describe the community service provided by this individual.**

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